

## Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 11/10/21

Time: 7:00 pm

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**Call to Order:** The meeting was called to order by President Bob Englebretson. Those physically in attendance were Jennifer Bernstein, Bob Englebretson, Brenda Goudey, Traci Juhas, Norm Sanders, Janice Seidlitz, and Director Nichole Lauko. Patti French was absent.

**Meeting Minutes:** The previous meeting minutes from October were approved as read.

**Treasurer's Report:** The October report was read by Treasurer Brenda Goudey. The report was approved, and the report will be filed for audit.

**The Librarian's Report:** Presented by Nichole Lauko. Total bills presented were \$4900.11. An itemized list of the monthly library statistics included: 168 hours open; total circulation 1065; 732 adult items and 44 youth items; 3.6 items checked out per hour; 653 requested items and 372 loaned items. There were 44 computer users; 1016 in attendance; and 289 e-books. The following is a list of hours worked by the library staff: Penny 99.5.; Cinda 71.25; Elizabeth 80.75 and Nichole 160. Nichole asked that the bills be paid and \$7,000 be added to payroll. Janice Seidlitz made the motion to pay the bills and add \$7,000 to payroll. Jennifer Bernstein seconded the motion and the motion carried.

**Correspondence:**

**New Business:** Janice Seidlitz motioned to pass the Annexation Resolution and the petition for the annexation. Jennifer Bernstein seconded the motion and the motion carried.

The trustees are required to read the chapters for the Per Capita Grant and Standards

There will be a special meeting at 7:30 on December 8 regarding the annexation with John Chrastka, Executive Director of EveryLibrary a non-profit organization that is the first and only national political action committee for libraries.

Janice Seidlitz motioned to move the monthly library meeting to December 7 due to the special meeting on December 8. Jennifer Bernstein seconded the motion and the motion carried.

**Building Committee:** Met with Andy Dogan, Williams Architects to discuss next steps in the process

**Finance Committee:** On October 18 the finance committee met with Al Scharf regarding financing for new building and discussed bond issues. Discussed coming up with a message, clearly explaining why we need the new library.

On October 28 the committee met with the libraries lawyer regarding annexation. Per the state we can use library money for political action advertisements.

On November 10 the committee met with the Illinois State Library- Greg McCormick, Illinois State Library Director, Mark Shaffer, Construction Grant Consultant, Workplace Literacy Grant Consultant and Karen Egan, Associate Director regarding the June 30, 2022, deadline for the grant and the timing of the vote for the referendum. They will consult their legal counsel regarding extending that date.

**Hiring Committee:**

**Fundraising Committee:** Reported on the painting night at Millpond- raised \$1000, raised \$500 in the Halloween bake sale. December 7 Papa Vito's will give the library 15% of sales made that entire day. Discussed Holiday Open House fundraiser. Janice Seidlitz motioned to go forward with a Go Fund Me for the new library, Norm Sanders seconded the motion and the motion carried.

**Old Business:** Janice opened the new account at Central Bank St. Louis for the funds for the new library. All donations, grants, money for the new library will go through this account.

Jennifer Bernstein motioned to use the State of Illinois Treasurers epay/online payment option for donation payments. Janice Seidlitz seconded the motion and the motion carried.

**Special Projects:**

There being no further business, the meeting was adjourned by President Bob Englebretson.

Respectfully submitted



Traci Juhas