

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 10/13/2021

Time: 7:00 pm

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, Patti French and Director Nichole Lauko.

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

Treasurer's Report: The treasurers report for September 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 \$7962.79. An itemized list of the monthly library statistics included: 168 hours open; total circulation 1104; 743 adult items and 98 youth items; 5.2 items checked out per hour; 778 requested items and 331 loaned items. There were 55 computer users; 1275 in attendance; and 263 e-books. The following is a list of hours worked by the library staff: Penny 102.5; Cinda 76.25; Elizabeth 80.25 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:

The library received a thank you note from the Civic Club for the libraries donation to Book for Babies

New Business:

Discussion was had regarding the ability for the village to put a village welcome sign on the new property when the village became ready for this project. Janice Seidlitz motioned to allow the village to erect a village welcome sign in the northeast corner of the new library property. Patti French seconded the motion and the motion carried.

St. James school requested a donation for their annual dinner auction. Jennifer Bernstein motioned to donate one non-resident library card to the auction. Brenda Goudey seconded the motion and the motion carried.

The 2022-2023 Budget was tabled until next month until Nichole and the finance committee had time to speak with the lawyer regarding the new district policies.

Janice Seidlitz motioned to accept the new Holiday Hours. Jennifer Bernstein seconded the motion and the motion carried.

Discussion was had regarding a resolution for a new bank account for the building grant. Janice Seidlitz motioned to sign the resolution at Central Bank. Patti French seconded the motion and the motion carried.

Decisions for online payment options were tabled until we could compare E-pay options with the bank options for receiving donations via credit cards.

The board discussed ILA Foundation Agreement regarding 501C3. The discussion was tabled.

Building/ Committee:

The library received the Public Library Construction Grant Award of \$1,254,722.65 contingent on securing \$2,592,598.35 by June 30, 2022.

Finance Committee:

The finance committee met with Jamie Rachlin a financial consultant from Meristem Advisor Group regarding the funding of the new building project. They discussed whether the new library would be affordable today, referendum ideas for the district, borrowing capabilities. The finance committee will start the process of a referendum possibility to include the district and beginning a steering committee.

Hiring Committee:

Fundraising Committee:

Discussed upcoming fundraising events- restaurant nights, painting class at Mill Pond on November 9, 2021, Halloween bake sale

Old Business:

Special Projects:

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

Respectfully submitted



Traci Juhas

Holiday Hours FY 2021-2022

Thanksgiving- Thursday, November 25, 2021

Friday after Thanksgiving- Friday, November 26, 2021

Christmas Eve- Friday, December 24, 2021

Christmas Day- Saturday, December 25, 2021

New Year's Eve- Friday, December 31, 2021

New Year's Day- Saturday, January 1, 2022

Good Friday- Friday, April 15, 2022- Closed for Staff Training Day

Memorial Day- Monday, May 30, 2022

Independence Day- Monday, July 4, 2022

Labor Day- Monday, September 5, 2022

Veterans Day- Friday, November 11, 2022