

# Millstadt Library Board Minutes

Village Meeting Room 7:00 pm

June 9, 2021

The meeting was called to order by President Bob Englebretson. Those in attendance were Jennifer Bernstein, Brenda Goudey, Janice Seidlitz (came late), Norm Sanders, Patti French and Director Nichole Lauko. Traci Juhas was absent.

**Meeting Minutes-** The previous board minutes from May were approved. The minutes from the Building Committee were approved. The minutes from the Fundraising Meeting were approved.

**Treasurers Report-** The June report was read by Treasurer Brenda Goudey. The report was approved and will be filed for audit. Brenda mentioned it would be a good idea to move \$30,000 from the money market account into checking. Jennifer Bernstein made a motion to move the \$30,000 from money market and Brenda Goudey seconded the motion and the motion carried.

**The Library Director's report-** was presented by Nichole Lauko. (attached statistics). Total bills presented are \$5859.41 . Nichole Lauko asked to pay the bills. Jennifer Bernstein made a motion to pay the bills. Brenda Goudey seconded the motion and the motion carried. No money was added to payroll for June. The library did pretty good at the Village-Wide yard sale, but has a lot of books remaining. Many will be donated. The library unfortunately did not make the cut for the Library Construction Grant from the state of Illinois this year. It was thought there was not enough money in funding or loans prepared for the project. Nichole presented some computer service providers to the board. The item of hiring a service was tabled for another meeting. The library has a new website up and running.

The following events were held in May:

Virtual/in person Knitting Night: May 4, 11, 18, 25

Story Hour: May 12, 26

Book Club: May 22

Virtual Craft Time: May 20

Book Club: May 13

Children's Book Week: May 3-8

## **Upcoming events:**

Virtual and in person Knitting Night, Tuesdays 5:30 to 7:30 pm.

Outdoor Book Sale, June 5, 8:00-2:00 pm.

Virtual/ in person Book Club, last Saturday of the month, June 26 from 10:30 to 11:30am.

Youth Story Time, 2nd and 4th Wednesday's , June 9 and 30 at 11:00 am.

Virtual Craft Time: June 17, at 5:30 pm.

New Library Open House, June 8th at 6:30-8:30 pm.

**Correspondence-** Thank you to Judith Jacobs for donation another yearly subscription to *German Life*

**Building Committee-**

**Policies and Procedures Committee-** Homebound and Outreach Delivery Policy was presented to the board for approval. Patti French made a motion to approve the policy, Janice Seidlitz seconded it and the motion carried.

**Hiring Committee-** the library has hired Elizabeth Harter as a part time librarian.

**Old Business-**

**New Business-** Discussion was held on the cost of a non-resident library card fee. Patti French made a motion to keep the card fee at \$95.00. Norm Sanders seconded the motion and the motion carried.

**Fundraising Committee-**

**Finance Committee-** Brenda Goudey commented on the library's status for receiving donations without a 501c status. Libraries are a political subdivision and do not have to hold a 501c status. Also ILA community donations do have a fee taken out for donations which can reach up to \$500.

Approval of District Resolution was approved by the Village. The Conversion of the Millstadt Library to the Millstadt Library District was presented to the library board. Janice Seidlitz made a motion to approve the district conversion. Brenda Goudey seconded the motion and the motion carried.

**Executive Session:**

Meeting was adjourned by President Bob Englebretson

Respectfully submitted by Jennifer Bernstein acting secretary

## Library Statistics

2021	
	June for May
Bills Presented	5,859.41
Hours Open	164
Adult Items	804
Youth Items	35
Total Circ.	1116
Items Out Per Hr	5.2
Items Requested	242
Loaned Items	576
Comp Users	65
Attendance	499
e-Books	277
Hours Worked	
Nichole	160
Penny	86.5
Cinda	93.25
Total Hrs	339.75
Average Hrs	113.25
Payroll transfer	0