

Millstadt Library Board Minutes

May 12, 2021

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 April were approved.

Treasurer's Report: The April report was read by Treasurer Brenda Goudey. They were approved and the report will be filed for audit.

Paperwork for the bank and the new officers was completed. Bob Englebretson and Janice Seidlitz have keys to the safety deposit box. Janice's key is housed at the library.

The Librarian's Report: Presented by Nichole Lauko. Total bills presented were \$7758.73. An itemized list of the monthly library statistics included: 172 hours open; total circulation 1007; 819 adult items and 32 youth items; 4.06 items checked out per hour; 610 requested items and 258 loaned items. There were 74 computer users; 509 in attendance; and 299 e-books. The following is a list of hours worked by the library staff: Penny 92.5; Marilyn 35; Cinda 80.75; and Nichole 176. 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.

Swearing in of New Trustee: Bob Englebretson, Janice Seidlitz, and Brenda Goudey were sworn in as a new Library Trustees.

Correspondence: None

New Business:

Janice Seidlitz motioned to select Option "B" (\$10.00 per item) for sending books to system for cataloging. Patty French seconded the motion and the motion carried.

The Ordinance to become a District was discussed. Janice Seidlitz made a motion to adopt the resolution to become a district library, sign it, and pass it to the village for approval. Jennifer Bernstein seconded the motion and the motion carried.

Building Committee:

Andy Dogan from Williams lead the group through what to expect for the Community Engagement Open House.

Hiring Committee:

Reviewing applications to replace the vacant librarian position.

Finance Committee:

Fundraising Committee:

Old Business:

Special Projects:

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

Respectfully submitted

Traci Juhas