

Millstadt District Library Board Minutes

Place: Village Meeting Room
115 West Laurel St., Millstadt, IL 62260

Date: 01/11/2023

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, Traci Juhas, Janice Seidlitz, Patti French. Director Nichole Lauko and Heather Erwin were absent.

Meeting Minutes: The previous meeting minutes for December were approved as read.

Treasurer's Report: The December report was read by Treasurer Janice Seidlitz. The report was approved, and the report will be filed for audit.

Bob Englebretson motioned to renew the Scott Credit Union Jumbo Certificate #0101 with Scott Credit Union. They were offering the highest rate. Patti French seconded the motion and the motion carried.

The Librarian's Report: Presented by Nichole Lauko. Total bills presented were \$2694.38. An itemized list of the monthly library statistics included: 155 hours open; total circulation 1265; 721 adult items and 34 youth items; 5.4 items checked out per hour; 546 requested items and 187 loaned items. There were 60 computer users; 935 in attendance; and 299 e-books. The following is a list of hours worked by the library staff: Penny 104.5, Elizabeth 81.5 and Nichole 160. Jennifer Bernstein made the motion to pay the bills and add \$7,000 to the payroll. Patti French seconded the motion and the motion carried.

Picture It! January 17 at Millpond at 6pm

Tiny Library ribbon cutting on January 26 at 4:30 and Open House from 5:00-7:00 pm

Working on Eisner graphic novel grant

Will be collaborating with Kelly Demond for an upcoming LTC grant to provide more accessible services for those on the spectrum- due February

Correspondence:

Introduced Roxy Jenkins as a potential library board trustee to replace Norm Sanders

New Business:

Board member petitions have been filed.

In filing the annual financial report it was discovered that the State was not aware of our change to a district library. The library was given a one-month extension to file the report. State lawyers are working on the change, our books have been dropped off at Scheffel Boyle for the Annual Financial Report.

The Sworn Report of Recipes and Disbursements was completed, sent, and published in the BND

The State of Illinois Certification will be filed.

Traffic survey will be filed.

Per Capita due by end of January

Building Committee:

Williams Architects are interested in the light remodel project at \$5000

Maryville University may be interested in the project.

The library did not receive any feedback from SIUE.

The board discussed options and tabled until next meeting,

Finance Committee:

Hiring Committee:

Fundraising Committee:

Patti French booked the room at Zion Church for the Tea Party Fundraiser on April 30

Old Business:

Special Projects:

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

Respectfully submitted.

Traci Juhas