

Millstadt District Library Board Minutes

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

Date: 4/12/23

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, Heather Erwin, Roxy Jenkins, and Director Nichole Lauko.

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

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

The Librarian's Report: Presented by Nichole Lauko. Total bills presented were \$1869.97. An itemized list of the monthly library statistics included: 190 hours open; 876 Adult Items; 48 Youth Items; 1411 Total Circulation; 5.29 items checked out per hour; 666 requested items and 261 loaned items. There were 99 computer users; 1032 in attendance; and 295 e-books. The following is a list of hours worked by the library staff: Emma, Nichole 160 and Elizabeth 97.25 Megan 108. Heather Erwin made the motion to pay the bills and add \$7,000 to the payroll. Jennifer Bernstein seconded the motion and the motion carried.

Monthly library programs

Submitted grant for the Mark and Ursula Dubin Foundation for the New Library.

Closed on April 14th for our Reaching Forward South Conference

1,000 books before kindergarten hopefully starting in April.

Correspondence:

Law Day Breakfast is being held on April 28 at 7:30 am at St. Clair Country Club if anyone is interested.

MCCS PTA asking for a donation for the annual PTA auction. Patti French made a motion to donate a non-resident library card, Janice Seidlitz seconded the motion and the motion carried.

Received a thank you from Millstadt Civic Club for the libraries support at the annual Bunny Brunch.

New Business:

Discussed Paid Leave For All Workers Act effective January 1, 2024. Employers must provide employees one hour of paid leave per 40 hours worked and allow them to carry over up to 40 hours paid leave annually.

Discussed House Bill 2789 (Our Collection Management Policy adopts the ALA Bill of Rights) for awareness.

Discussed the Vote Yes Committee Member thank you letter. Those will be honored at the June 14, 2023 Board meeting at 7:00 pm.

Economic Interest Statements are due by April 30, 2023

Building Committee:

Maryville University Design students presented their ideas for new design of current library. Discussed presentations.

Building committee meeting to discuss renovation of current library, May 10, 2023, at 5:30 pm

Fundraising Committee:

Mad Hatter Tea Party April 30, 2023, at 2 pm at Zion Church. Still taking reservations and looking for volunteers.

Old Business:

Discussed Decennial Committee, need two volunteers from community and director and file after having 3 meetings. Will start the process at the May meeting.

Otto Faulbaum has agreed to work on the lease with farmer of new library property.

Table Long-Range Plan, Personnel Policy, and By-Laws Documents until committees can be formed with new members.

The Tax Computation reported was submitted for the Levy.

Finance Committee:

Hiring Committee:

Hired Emma Martin as new librarian.

Special Projects:

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

Respectfully submitted.

Traci Juhas