

Millstadt Library District Board Minutes

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

Date: 4/13/2022

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, Norm Sanders, and Director Nichole Lauko. Brenda Goudey, Janice Seidlitz, and Patti French were absent.

Meeting Minutes: The previous meeting minutes from March board meeting, building meeting and fundraising meeting were approved as read.

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

The Librarian's Report: Presented by Nichole Lauko. Total bills presented were \$13349.85. An itemized list of the monthly library statistics included: 172 hours open; total circulation 1027; 809 adult items and 56 youth items; 5.3 items checked out per hour; 694 requested items and 292 loaned items. There were 76 computer users; 916 in attendance; and 278 e-books. The following is a list of hours worked by the library staff: Penny 104.; Cinda 88; Elizabeth 84.75 and Nichole 160. Nichole asked that the bills be paid and \$7,000 be added to payroll. Jennifer Bernstein made the motion to pay the bills and add \$7,000 to payroll. Norm Sanders seconded the motion and the motion carried.

Need to finalize tax levy information to the County by April 25

Staff training day, Friday, April 15, 2022

Summer Reading program will be June 13-July 23

Correspondence:

Received Thank you from MCCA Beta Club, Christ Church, Veterans Affairs, Autism Walk, and Belleville Area Humane Society, Invited to Law Day Breakfast. Received a FOIA request, Nichole will send a copy of your operating budget.

New Business:

Finalized next year's meeting dates

Per the bylaws, board officers will stay the same for one more year of the 2-year terms

Discussed raises and the possible rewording of the compensation policy- this was tabled until the compensation committee can meet.

The board discussed Option A or B on sending books to system for cataloging. Option A 14% of material budget minus magazines and e- resources or Option B \$10 per item. Jennifer Bernstein motioned to accept Option B, Norm Sanders seconded the motion and the motion carried

Nichole discussed the cost to insure the tiny library when ready to use. She suggested insuring for up to the grant of \$25000. Traci Juhas motioned to insure the tiny library at \$219 annually up to \$25000 with a \$500 deductible. Jennifer Bernstein seconded the motion and the motion carried.

Building Committee:

Met this evening, April 13 to discuss building design and materials

Finance Committee:

Scheduled a meeting with Jamie Rachlin of Meristem Advisors for April 27 at 6:30 via Zoom

Hiring Committee:

Fundraising Committee:

Discussed the Saver fundraiser- pros and cons
Ice cream social

Old Business:

Economic Interest Statements must be completed
Board is required to do online training for FOIA/OMA

Special Projects:

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

Respectfully submitted

Traci Juhas