

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 2/12/25

Time: 6:00 pm

1) Call to Order

The meeting was called to order by President Traci Juhas. Those physically in attendance were Traci Juhas, Bob Englebreton, Roxy Jenkins, Patti French, Janice Seidlitz, Heather Erwin, Ben Steppig, and Director Nichole Lauko.

2) Appearances & Correspondence

3) Review and Approval of Secretary's Report

The minutes were approved as read to be filed.

4) Review and Approval of Treasurer's Report

Janice Seidlitz read the Treasurer's Report. Last month's Treasurer's Report was corrected. The report will be filed for audit.

5) Librarian's Report w/ Summary of Statistics Report for the Current Year

Total bills presented were \$2,192.70. An itemized list of the monthly library statistics included: 160 hours open; 961 Adult Items; 90 Youth Items; 1582 Total Circulation; 6.7 items checked out per hour; 353 loaned items and 787 requested items. There were 85 computer users; 903 in attendance; and 314 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 91, Emma 47.5, and Adriana 68.

Patti French made the motion to pay the bills and add \$9,000 to payroll. Ben Steppig seconded the motion and the motion carried.

6) New Business

7) Building Committee

8) Fundraising Committee

9) Old Business

10) Upcoming Business for Next Month

- Review Personnel Policy
- Review By-Laws Documents

11) Citizen's Comment

12) Executive Session

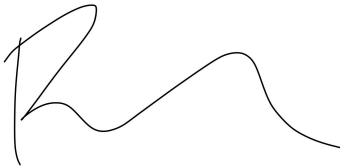
The board entered into Executive Session at 6:11pm and resumed at 6:16pm.

13) Meeting Adjourned

There being no further business, the meeting was adjourned by Traci Juhas.

Respectfully submitted.

Roxy Jenkins

A handwritten signature in black ink, appearing to be 'Rox' followed by a long, sweeping horizontal stroke.