

## **Millstadt District Library Board Minutes**

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 2/11/26

Time: 6:00 pm

### **1) Call to Order**

The meeting was called to order by President, Heather Erwin. Those physically in attendance were Richie Donald, Bob Englebretson, Ben Steppig, Roxy Jenkins, Janice Seidlitz and Director Nichole Lauko.

Richie Donald was appointed as new treasurer.

### **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**

Richie Donald read the Treasurer's Report. The report will be filed for audit.

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

Total bills presented were \$4510.05. An itemized list of the monthly library statistics included: 165 hours open; 943 Adult Items; 96 Youth Items; 1539 Total Circulation; 6.4 items checked out per hour; 395 loaned items and 765 requested items. There were 84 computer users; 906 in attendance; and 315 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 97.5, Emma 29.25, and Adriana 165.

Janice Seidlitz made the motion to pay the bills and add \$9,000 to payroll. Bob Englebretson seconded the motion and the motion carried.

### **6) New Business**

Janice Seidlitz made a motion to partner with Millstadt Consolidated School to be a participating library in OverDrive Digital Library Reserve Consortium (Libby) with Millstadt Consolidated paying half of the cost. Richie Donald seconded the motion and the motion carried.

### **7) Building Committee**

Next meeting on April 21st, 2026 at Village Meeting Room at 5:00

### **8) Fundraising Committee**

**9) Old Business**

**10) Upcoming Business for Next Month**

**11) Citizen's Comment**

**12) Meeting Adjourned**

There being no further business, the meeting was adjourned by Heather Erwin.

Respectfully submitted.

Benjamin Steppig

A handwritten signature in black ink that reads "Benjamin Steppig". The signature is written in a cursive style with a large initial 'B' and a long, sweeping tail on the 'g'.