

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 10/9/24

Time: 6:00 pm

1) Call to Order

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

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. The report will be filed for audit.

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

Total bills presented were \$6,312.76. An itemized list of the monthly library statistics included: 168 hours open; 959 Adult Items; 47 Youth Items; 1558 Total Circulation; 6.2 items checked out per hour; 374 loaned items and 799 requested items. There were 115 computer users; 978 in attendance; and 326 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 90, Emma 5, and Maren 72.

A discussion was had on placement of funds. Roxy Jenkins made the motion to pay the bills. Patti French seconded the motion and the motion carried.

Heather Erwin made a motion to give the Director the power to make transfers to cover payroll expenses at their discretion. Patti French seconded and the motion carried.

6) New Business

Board members can start circulating petitions.

Library Holiday Hours were discussed. A date for Staff Training will be decided later.

Heather Erwin made a motion to approve the Holiday Hours. Janice Seidlitz seconded and the motion carried.

7) Building Committee

8) Fundraising Committee

9) Old Business

10) Upcoming Business for November

- Discuss Trustee Requirements for Per Capita Grant and Standards attached to required chapters

11) Citizen's Comment

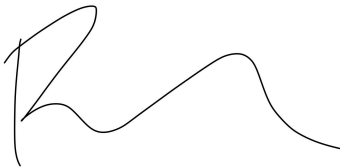
12) Executive Session

13) Meeting Adjourned

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

Respectfully submitted.

Roxy Jenkins

A handwritten signature in black ink, appearing to be 'R. Jenkins', written in a cursive style.