

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 3/11/26

Time: 6:00 pm

1) Call to Order

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

2) Appearances & Correspondence

The Millstadt Fireworks committee sent a letter to the library requesting a donation for the 2026 fireworks show.

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 pending correction.

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

Total bills presented were \$3032.17. An itemized list of the monthly library statistics included: 172 hours open; 876 Adult Items; 79 Youth Items; 1383 Total Circulation; 5.7 items checked out per hour; 377 loaned items and 754 requested items. There were 101 computer users; 948 in attendance; and 266 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 85.5, Emma 29.75, and Adriana 157.5.

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

7) Building Committee

Next meeting on April 21st, 2026 at the Senior Center at 5:00PM.

8) Fundraising Committee

9) Old Business

Overdrive partnership with Millstadt Consolidated School

10) Upcoming Business for Next Month

Economic Interest Statements must be completed by April 30th.

11) Citizen's Comment

12) Meeting Adjourned

There being no further business, the meeting was adjourned by Roxy Jenkins.

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'.