

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 1/14/26

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, Patti French, Roxy Jenkins, Janice Seidlitz and Director Nichole Lauko.

2) Appearances & Correspondence

- Millstadt Sister Cities
- St. James School
- Millstadt Historical Society
- Zion Sisters in Faith

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

Patti French 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 \$2593.12. An itemized list of the monthly library statistics included: 162 hours open; 896 Adult Items; 101 Youth Items; 1430 Total Circulation; 6.2 items checked out per hour; 350 loaned items and 646 requested items. There were 58 computer users; 950 in attendance; and 233 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 95.5, Emma 38.25, and Adriana 179.5.

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

6) New Business

7) Building Committee

Next meeting on January 20th, 2026 at Millstadt Senior Center at 5:30

8) Fundraising Committee

9) Old Business

10) Upcoming Business for Next Month

EIS List submitted to County Clerk

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, prominent initial 'B'.