

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 7/8/26

Time: 6:00 pm

1) Call to Order

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

2) Appearances & Correspondence

Book signing thank you

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. After corrections to transactions are made, the report will be filed for audit.

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

Total bills presented were \$3,112.92. An itemized list of the monthly library statistics included: 187 hours open; 1450 Adult Items; 174 Youth Items; 2253 Total Circulation; 9.7 items checked out per hour; 394 loaned items and 736 requested items. There were 112 computer users; 1752 in attendance; and 309 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 98.75, Emma 60, and Adriana 173.5.

Bob Englebretson 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

- a. Assess Budget and Levy was reviewed to be approved next meeting.

7) Building Committee

8) Fundraising Committee

9) Old Business

10) Upcoming Business for Next Month

- Secretary's Audit
- Official Budget and Appropriation

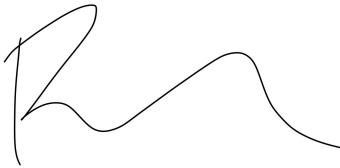
11) Citizen's Comment

12) Meeting Adjourned

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

Respectfully submitted.

Roxy Jenkins

A handwritten signature in black ink, appearing to be 'R' followed by a long, sweeping horizontal stroke that ends in a small upward flick.