

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 4/8/26

Time: 6:00 pm

1) Call to Order

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

2) Appearances & Correspondence

Dorren Musial attended this month's library board meeting.

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.

Janice Seidlitz made a motion for Richie Donald to make the best decision on handling of CD coming due on 4/11/26 dependent on interest rates at the time that Richie goes to the bank. Roxy Jenkins seconded the motion and the motion carried.

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

Total bills presented were \$8807.18. An itemized list of the monthly library statistics included: 184 hours open; 998 Adult Items; 131 Youth Items; 1606 Total Circulation; 6.2 items checked out per hour; 432 loaned items and 821 requested items. There were 79 computer users; 1168 in attendance; and 282 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 93.75, Emma 24, and Adriana 157.

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

- a. Economic Interest Statements must be completed by April 30th
- b. Compensation Committee Meeting to review IMRF
 - Nichole Lauko, Janice Seidlitz and Heather Erwin to meet on 4/9/26.

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

Annual Reviews

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, flowing style with a large initial 'B' and a long, sweeping tail on the 'g'.