

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 6/10/26

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

Optimist thank you, Fahrner family donation, and a safety deposit box price increase.

3) Review and Approval of Secretary's Report

The minutes were approved as read to be filed after attendance adjustment is made.

4) Review and Approval of Treasurer's Report

Richie Donald read the Treasurer's Report. The report will be filed for audit. \$40,000 will be reinvested with the rest moving to the checking account.

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

Total bills presented were \$1527.57. An itemized list of the monthly library statistics included: 171 hours open; 847 Adult Items; 92 Youth Items; 1361 Total Circulation; 5.6 items checked out per hour; 347 loaned items and 621 requested items. There were 85 computer users; 1275 in attendance; and 314 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 99.75, Emma 55.5, and Adriana 161.25.

Richie Donald 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. Closed Session Openings

- Bob Englebretson made a motion to release the closed meeting from 12/11/24 as of 6/10/26. Richie Donald seconded and the motion passed.
- The board discussed deleting the previously released minutes of the sessions dated 10/9/24 and 6/5/24. Richie Donald motion and Bob Englebretson seconded. The motion passed.

b. Cost of Non-Resident Cards

- A decision was made to round the cost to the nearest dollar with the penny going out of circulation.

c. Official Meeting Dates for FY 26-27

- Richie Donald made a motion to approve the 2026-27 Board Meeting Dates. Bob Englebretson seconded and the motion passed.

7) Building Committee

- Next Meeting June 16 at 5 p.m.

8) Fundraising Committee

9) Old Business

10) Upcoming Business for Next Month

- Assess Budget and Levy

11) Citizen's Comment

12) Executive Session

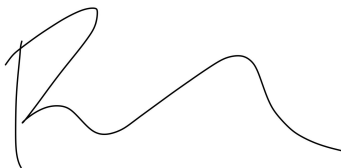
- Executive Session for Personnel and Compensation

13) 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 'Rox' followed by a stylized flourish.