

Millstadt District Library Board Minutes

Place: Village Meeting Room

115 West Laurel St., Millstadt, IL 62260

Date: 11/13/24

Time: 6:00 pm

1) Call to Order

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

2) Appearances & Correspondence

Invitation to the Metro East Library Legislative Meet-Up

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

Janice Seidlitz 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 \$3,527.76. An itemized list of the monthly library statistics included: 192 hours open; 968 Adult Items; 83 Youth Items; 1609 Total Circulation; 8.7 items checked out per hour; 426 loaned items and 807 requested items. There were 142 computer users; 1885 in attendance; and 316 e-books. The following is a list of hours worked by the library staff: Nichole 173, Megan 84.25, Maren 57.25, Adriana 96.25, and Lylah 46.5.

Roxy Jenkins made the motion to pay the bills. Heather Erwin seconded the motion and the motion carried.

Heather Erwin made a motion to give the Director the power to make transfers to cover payroll expenses at their discretion. Patti French seconded and the motion carried.

6) New Business

- Discuss Trustee Requirements for Per Capita Grant and Standards attached to required chapters (will move to next month as information hasn't been released)

7) Building Committee

8) Fundraising Committee

9) Old Business

10) Upcoming Business for December

- December 9 is first day to file certificates of nomination papers for trustees
- December 16 is last day to file certificates and nomination papers for trustees
- Discuss Trustee Requirements for Per Capita Grant and Standards attached to required chapters

11) Citizen's Comment

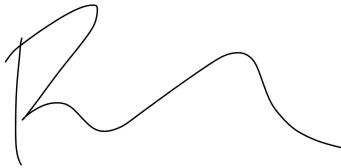
12) Executive Session

13) Meeting Adjourned

There being no further business, the meeting was adjourned by Traci Juhas.

Respectfully submitted.

Roxy Jenkins

A handwritten signature in black ink, appearing to be the name 'Roxy Jenkins'. The signature is stylized with a large, looped initial 'R' and a long, sweeping horizontal stroke that ends in a small curve.