

New Baden Library Board Minutes
New Baden, IL 62265
October 17, 2022

Meeting called to order at 6:33 p.m. by Jo.

Member's present were: Jo Stroot, Vivian Bossler (phone), Diane Hoerchler, Vince Haun, Travis Santel, Vicki, the Librarian. Absent was Jennifer Hendren and Judy Beahr.

Librarian Report:

-Vicki distributed the September 2022 Librarian reports to board members and the reports were reviewed.

--Story Time is really picking up.

--During September Vicki tried to promote young adults getting a library card by giving gift cards to them when they got a card. No one between 13-21 came to get a library card. She will try a young adult book club next.

--The new cleaning lady will be paid \$100 per week for cleaning.

--Vicki received two bids for carpet cleaning. Amber Clean was \$700 and Premire was \$770. Amber Clean will clean the carpets during library hours and Premire will clean them in the evening. Vince motioned to hire Premire for carpet cleaning. Diane second. Approved.

--The Library Crawl is during the month of October. Our library has seen several people come though. Vicki received an email from ladies from O'Fallon praising Judy at the desk the day they came in for a great job of talking about our library. They also thought our gifts were the best and sent a gift package for our library as thanks. Jo said she was in the library when somebody came in and it was very interesting to listen to them talking about our library.

--Halloween in the park is Friday, October 21. We will be passing out bookmarks and candy. Vicki has dry ice and painted jars with lights.

--The Village garage sale is Saturday, Oct 22. We basically will have books for sale. Vicki's sister made bags with the library logo and patrons can fill a bag for \$5 donation. We will have the sale inside the library in the back room starting at 9:00.

--November 17 will be Family Reading Night with Puppies, 6:30-7:30. Jo and Judy will bring their dogs. Jo found stuffed animals that say 'I love reading' to give to the kids. We will have cookies and drinks.

--For 2023 Vicki would like to have a Calendar Reading Challenge. It will be an adult reading program. Vicki had a 2023 calendar with different types of books a reader would need to read during the year. Each month a reader would have to do four things. If a reader does everything for the entire year, Vicki would like to give them a New Baden Library tee shirt.

--December we will have the Polar Express for evening Story Time. Vicki asked what date would be better, the 14th or 21st and it was decided the event will be December 14th. Jinee's husband will dress like the conductor. We will have golden tickets, bells, and refreshments.

--IHLS visited the library. The Associate Director noticed the change in the library and approved. The SHARE program we use in the library is the biggest in Northern America and the Summer reading program is also the biggest.

--The Policy and Procedures for the library was discussed. Vivian emailed questions and Vicki went through all the questions with answers. Vicki updated the employee dress code and added a social networking policy. After a large discussion, Diane made a motion to approve the Policy and Procedures for the library. Vince second. Approved.

Secretary's Report:

September minutes were reviewed. Vince motioned for September minutes to be approved. Travis second. Minutes were approved.

Treasurer's Report

-Vicki distributed the September Treasurer's Report for Vivian for review. Vince made a motion to approve the September 2022 financial reports and pay October 2022 bills. Diane second.

Treasurer's report was approved.

-Vicki distributed the five-month budget review for Vivian. Vivian discussed all areas in red. Overall, everything seems to be on target.

-Vivian proposed not to increase the tax levy for 2022-2023. There was some discussion by the board concerning the money just spent on new windows. Diane had a breakout for the last nine years and the increase for the tax levy. There was more discussion. Vince made a motion to approve a 3% increase to the 2022-2023 tax levy. Diane second. Approved.

Old Business

-Amnesty for merchandise was pushed to November.

-Vivian suggested maybe doing something different on the library signs in the yards. Maybe 'what can your library do for you' or something like that. Board was asked to think about it and bring suggestions to the meeting in September. Incomplete.

-Jo, Judy, Travis, Jennifer, and Vivian picked up their election packages and started circulating them. They need to be filed Dec 12-19. All the paperwork will go to Teri, and she will submit them.

-Jo will check prices for folding tables for the summer reading program.

-Vicki contacted the Village about the letter from Clinton County and it is their responsibility to complete, not the library's.

New Business

-Vicki will set the Holiday hours for the next meeting.

-Vivian stated the tax revenue has been received.

-Vicki will update the State of IL camera surveillance.

-Diane motioned for meeting adjournment. Vince second. Meeting adjourned.

-Next monthly meeting will be November 21, 2022, 6:30 PM.

Respectively,

Diane Hoerchler, Secretary