

**New Baden Library Board Minutes**  
**New Baden, IL 62265**  
**May 13, 2024**

Meeting was called to order at 6:30 p.m. by Jo.

Member's present were: Jo Stroot, Vivian Bossler, Judy Baehr, Diane Hoerchler, Jennifer Hendren, Greg Sweet, and Vicki, the Librarian. Absent was Travis Santel.

**Public Comments:** None

**Board Meeting Minutes:**

April meeting minutes were reviewed. Vivian motioned for April minutes to be approved. Jennifer second. Minutes were approved.

**Librarian Director Updates:**

- Vicki distributed the April 2024 Librarian report to board members and the report was reviewed.
- April library numbers were down but we had 13 new card members.
- The village wide yard sale was Saturday, April 27. We made \$789. We had 45 bags purchased at \$5 a bag to fill with books. We ran out of bags but purchased more for the fall yard sale.
- Eden will start back in the library May 28 at \$14.00 an hour. She will be filling in over the summer.
- Vicki will be on vacation May 22-June 1. Julie will be on vacation May 28-June 1.
- The summer reading kick-off will be Wed, May 15. We will ask for preregistration starting June 1.
- The June Jamboree parade is Saturday, June 15. Vicki made buttons she passed around. They will be given out during the parade. She also ordered 300 jar grippers for adults. She also ordered jar grippers for the Library Crawl in October.
- Vicki is working the IPLAR which is due June 30.
- Vicki received a call from the school, they needed more paint for the cabinets. They couldn't get it, so Vicki picked it up and took it to the school. She is hoping to get it before school is out next week. If they contact the library when Vicki is on vacation, Greg will meet them and help get it installed.
- Judy Baehr brought in a laptop to donate to see how it worked for us in the library before purchasing one, but it would not load Windows 11, so the library cannot use it.
- Guys from the Village came and talked to Vicki about the concrete pad for the bench by Vince's tree, but Vicki did not like the idea. Vicki suggested moving the bike rack in front of the handicap area and we could put the bench under the library sign against the building. They moved it. Greg power washed the concrete. They got rid of the trash bin. Vicki said people were still putting books in it, so it's gone. Greg has the bench in his truck and needs strong guys to get it out and set up.
- Vicki asked about maybe getting a SAM's card. She thought she could use it to purchase different items for different events in the library. There was discussion on the prices and if there was a discount for business or tax-exempt business. No decision was made.

**Financial Report:**

Treasurer's Report for Apr was reviewed.

-Vivian explained the bank reconciliation, receipts and expenses for April, the overall budget for the year, and bills to pay.

--There was discussion on library cards for nonresidents, who can get them and the cost. Vicki explained if your town does not have a library, you are supposed to go to the town near you in the school district you pay taxes to. Mascoutah nonresident cards are \$125.00 and we are \$56.00. Also, all programs we have in the library are open to anybody, with or without a library card.

-Diane made a motion to approve the April 2024 financial reports and pay May bills and April 2024 debit card bills. Judy seconded. The treasurer's report was approved.

-Vivian mentioned the CD maturing April 22 and May 13. There was discussion on percentages and amount of time for the CD's. Judy motioned to keep the \$25K CD for 11 months at 5.05% and the \$10,137 CD for seven months at 5%. Jennifer seconded. Approved.

### **Unfinished Business**

-Vicki passed out the revised Library Policy and Procedures Manual. Vivian motioned to approve the policy. Judy seconded. Approved.

-Everyone completed their Clinton County Economic Interest statement.

-Vicki contacted electrician Larry Pfeffer from New Baden and Toennies from Albers to work on lighting in the library. Pfeffer did not want to do it and she got no call back from Toennies. Jo suggested contacting Lite Brite in Trenton for a list of electricians.

### **New Business**

-Diane motioned to give Jo \$50 for flowers for the front of the library. Vivian seconded. Approved.

-There were no changes to the Disaster Prevention/Recovery Plan.

-Vivian motioned to follow Robert's Rules of Order for our meetings. Jennifer seconded. Approved.

-Vivian was reminded the Treasurer's book need to go to the Auditor in June.

-The front gutters have been leaking and need repairs. There was discussion about who to contact. Vicki will contact a guttering place in Germantown and Breese.

-The Board reviewed Chapter 5 of the Serving Our Public. There were no questions. We will review Chapter 6, 7, and 8 at the next meeting.

**Closed Session:** None

### **Adjournment:**

-Diane motioned for meeting adjournment. Judy seconded. Meeting adjourned.

-Next monthly meeting will be June 10, 2024, 6:30 PM.

Respectively,

Diane Hoerchler, Secretary