

**New Baden Library Board Minutes**  
**New Baden, IL 62265**  
**August 19, 2024**

Meeting was called to order at 6:34 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:**

June meeting minutes were reviewed. Vivian motioned for June minutes to be approved. Judy second. Minutes were approved.

**Librarian Director Updates:**

-Vicki distributed the June and July 2024 Librarian reports to board members and the reports were reviewed.

-The June Jamboree parade was June 15. The library passed out 400 jar grippers, 600 suckers, and 300 pins.

-The summer reading program went really well. The most kids attending were 47 and the least kids were 31, on the last day. We had a lot of volunteers to help.

-Eden's last day was Aug 14. She will be back at winter break and again in the summer.

-Preschool Story Time will start Sep 3.

-Puzzle Night is Thurs, Sep 12, 7:00-9:00. There is no school on Sep 13. Hoping to have 15 tables. Flyers are at Market Center for distribution. Advertising in newspaper, Facebook, and our website. Maybe use the Fire Departments sign on 161. Vicki will check.

-Library Crawl is in Oct. We have magnets, bookmarks, and bags for the kids who participate.

-Not sure if there will be Halloween in the Park this year. Nobody from the Park Boosters has taken it over. We have items for the event and can't return them, but we will try and use them.

-The fall garage/bake sale is Oct 19. If anyone is interested in baking something we would appreciate it. Muffins, small breads, cookies, bars, Chex mix, any smaller things are good. We have new \$5.00 bags for people to put books in. We do have a lot of books to sell. Greg has books he will bring. Trenton library sells books online. After discussion it was decided not to research.

-Vicki received new computer pricing from Lazerware. They showed us replacing seven computers, but we are only replacing five. It's about \$800 for the staff computer and \$790-\$980 for the other computers. The price includes all components of the computers. We will purchase some with this year's budget and some with next years.

-Vicki will submit an article in the Clinton County Magazine in October. She will talk about the Library Crawl, funding taxes for the year, Puzzle Night, morning Storytime, and night-time Storytime in Dec. She will submit pictures. Vicki asked who did not get the magazine. Vivian, Greg, Diane and Judy do not get it, and Vicki will let the magazine know so we can start receiving it.

-Vicki will be on vacation Sep 3-7 so she will be working Sunday and Monday to prepare for the next meeting.

-There is a new family in town that is doing the 1,000 Books Before Kindergarten program. We don't have it at our library, but they started it in the library they came from. Vicki said after every 100 books the child gets a small prize and at the end a bigger prize. Vicki thought maybe at the end they could get a subscription for a magazine. There was discussion on why we do not do the program in our

library. Vicki said she did not have the time, and the staff has a lot of other stuff to do, and she was not sure about the entire program. She will research and get back to the Board.

### **Financial Report:**

Treasurer's Reports for June and July were reviewed.

-Vivian explained the receipts and expenses for June and July. The Per Capita Grant came in for \$5,090.58 in July and she paid the membership fee for Illinois Heartland for \$2,400. She reviewed the overall budget for the year and the bank reconciliation. A CD matured in July, she cashed it and put it in the money market to make sure we had enough money for bills. She reviewed the bills to pay.

-Diane made a motion to approve the June and July 2024 financial reports, pay July/August bills and June/July debit card bills. Jennifer seconded. The treasurer's report was approved.

### **Unfinished Business**

-Vicki contacted Germantown Gutters about doing the fascia and they can do it. They quoted \$1,128.25 to do the gutters and fascia. Vivian motioned to contact Germantown Gutters and have the work done. Jennifer second. Approved.

-Vicki has been waiting on Litteken Electric about the front room lights. Litteken contacted the Village, since they own the building, and the Village was okay with the work if they put in LED lights, which we planned on doing. Vicki is still waiting for an estimate.

-The IPLAR was submitted last week of June, but Vicki forgot something and resubmitted it.

### **New Business**

-Everybody will do Sexual Harassment, Vivian, Greg, Diane in Aug, the Staff and Judy in Sep and Jo in Nov. Jo will have to do other training also.

-There is no free telescope as thought at the last meeting. Telescope cost is \$281.90. Board decided not to purchase one at this time.

-There have been no closed door meetings.

-The Board reviewed Chapter 9,10, and 11 of the Serving Our Public. From now it will be up to the Board members to review the book annually. It will be added to the calendar as a reminder.

-Normally Vicki gets a preliminary notice from the County on the tax levy. It's reviewed in April, returned, and a final in July. Vicki did not get anything this year. She contacted the County and they sent it. Vicki called Teri at the Village and she had it and was going to get a copy to Vicki but she never got it. Vicki emailed Teri at the Village as a reminder and the final Tax Levy was sent. Not sure what happened. We will change the dates on our calendar to do the tax levy moving it up a month to have more time to get it signed and to the Village.

-Vivian dropped off the books for Audit to the Village.

-Jennifer is resigning from the Board. She will be moving out-of-state to be closer to relatives.

**Closed Session:** None

### **Adjournment:**

-Vivian motioned for meeting adjournment. Jennifer seconded. Meeting adjourned.

-Next monthly meeting will be September 9, 2024, 6:30 PM.

Respectively,  
Diane Hoerchler, Secretary