

New Baden Library Board Minutes
New Baden, IL 62260
September 9, 2024

Meeting was called to order at 6:31 p.m. by Jo.

Member's present were: Jo Street, Vivian Bowler, Judy Dauber, Diane Hunsicker, Travis Nantel, Greg Twest, Vicki, the Librarian. Also present was Ben Smith, potential Board member.

Public Comments None

Board Meeting Minutes:

August meeting minutes were reviewed. Vivian motioned for August minutes to be approved. Travis second. Minutes were approved.

Librarian Director Updates:

-Vicki introduced Ben Smith to the Board. He is an avid reader, and his family uses the library for various things. He is interested in being a Board member.

-Vicki distributed the August 2024 Librarian report to Board members and the report was reviewed.

-August had no major issues, busy with patrons and fall/winter activities.

-Puzzle Night's Thru, Sep 17, 7:00-9:00. We have 11 tables, but will set up one extra.

-Trick or Treat in the Park is Friday, Oct 18. We have everything ready.

-The fall garage/bake sale is Oct 19. If anyone is interested in buying something we would appreciate it. Muffins, small breads, cookies, bars, Chex mix, any smaller things with substance are great this time of year. We do have a lot of books to sell. We will have a Vintage Book area, and those books will not go in the 99 bags.

-The Massachusetts Library cards to students is a program through a DORA grant on teaching. The school must apply not the library. Vicki looked at the website but couldn't tell if you had to have military families going to the schools or not. There was discussion on our school district being in two towns, New Baden and Trenton, where Massachusetts only has one, however, Scott AFB does have a school also. Vicki will do more checking on the program.

-The barcoding and inventory at the library was #1 a week ago for getting the equipment and has moved up to #4. That means we will start the project sooner than we thought. The payroll will go up during this time. We plan on having two people work at the same time, one doing barcoding and one inventory. They will also make sure the demographics for where the books are located is correct. Vicki will purchase a cart with two sides so staff can work the project easier.

-We have a father and son who come to the library and have a lot of overdue items. We have given them a list of the items, but they have a lot of excuses why they have not returned the items. Vicki would like to compose a letter to the patron and have the police department deliver it to them. We don't want patrons abusing our library. There was discussion and the Board agreed with Vicki.

-We will be replacing five computers, three patrons and two staff. We will replace the three patron ones this budget year for \$2,569.34. The other two will be replaced next budget year.

Financial Report:

Treasurer's Reports for August was reviewed.

-Vivian explained the receipts and expenses for August. She reviewed the overall budget for the year, 60% to pay, and the bank reconciliation. There were no questions.