

**New Baden Library Board Minutes**  
**New Baden, IL 62265**  
**November 11, 2024**

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

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

**Public Comments:** None

**Board Meeting Minutes:**

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

**Librarian Director Updates:**

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

-Trick or Treat in the Park was Oct 18 and attendance was down. We have enough tattoos for next year. The fall garage/bake sale was the next day, Oct 19. We made \$490.15 that day and the following week an additional \$20. On Halloween night we had about 80 kids stop at the library. The Library Crawl was the month of Oct, and we had about 157 people come through the library.

-Book Bingo will be Thurs, Nov 21. We will play ten games of bingo, have snacks, and we have a basket we will sell chances to win.

-Holiday Story Time will be Thurs, Dec 19. It will be a general story time this year.

-Eden will be back to work in the library over Christmas. Jinae will probably want time off and Vicki will be going to TX this year on Dec 20.

-The vintage books we had donated for the book sale did not sell. Vicki was thinking about contacting some patrons who visit the front room and see if they were interested, for a price. Greg volunteered to look up prices for the rare books, he might purchase some, or he might post them on eBay.

-We have been trying to get back items that patrons have taken out and not returned. We have called, sent letters, and they seem to be ignored. Vicki passed out new letters they will be sending out and then two weeks later another letter. With the second letter, they will turn the patron information to the police dept. Vicki asked if the letters should be certified. The Board said yes and there should be a two-week deadline for the letters.

-The library will start getting rid of duplicate copies of books.

-There have been some conversations between employees about things Vicki feels should come to her. She will speak to the employee.

**Financial Report:**

Treasurer's Report for October was reviewed.

-Vivian distributed the receipts and expenses, the overall budget for the year, bills to pay, and the bank reconciliation. We are at the six-month point and are a little under 50% spent, for the year.

-One of the CD's is maturing on Nov 22 and Vivian will reinvest it.

-Diane made a motion to approve the October 2024 financial reports, pay November bills and October debit card bills. Vivian seconded. The treasurer's report was approved.

## **Unfinished Business**

-Vicki passed out new websites for the annual training. Travis and Vivian still need to complete.

-When Vicki contacted Germantown Gutters, they were waiting for a down payment. Vicki paid with the debit card, and they hope to work in November.

-Vicki signed all the paperwork for Litteken Electric and then it goes to Ameren. Now we wait.

-Removal of Records was submitted to ILHS last week.

-The little library is being painted by Greg's wife. Greg said you can register "Little Free Library" for \$50, a one-time fee. The Board agreed. Since the weather will be getting colder, we will aim for it to be installed and registered in the spring.

-Vicki brought up the Special Counsel, Julie Tapendorff, from Chicago. There was discussion. Vivian motioned to approve a stand-by counsel. Travis seconded. Approved.

## **New Business**

-Policies and Procedures are fine, at this time.

-The 2025 Summer Reading is 'Level Up At Your Library'. Vicki has already started getting idea's. There will be no reading logs next summer but bingo cards. For the center area, she plans a rubic cube one week, puzzle/Lego one week, role playing games (dungeons/dragons) one week, maybe a magician one week, and not sure about a fifth week. Vicki has not gotten the booklet yet with samples.

-There was discussion about having the carpets cleaned. Vicki researched and found Jeff's Chem Dry from Centralia. They came and gave Vicki and Greg a demonstration a week ago. Diane motioned to wait until Dec 1<sup>st</sup> to see if the stains are still gone and then have the company do all the carpets for \$1,445.00. Vivian seconded. Approved.

-Diane motioned not to have a meeting in December. Jo seconded. Approved.

-Vivian motioned to purchase \$25 Market Center gift cards for the employees and cookies from St. George for Christmas. Travis seconded. Approved.

**Closed Session:** None

## **Adjournment:**

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

-Next monthly meeting will be January 13, 2025, 6:30 PM.

Respectively,  
Diane Hoerchler, Secretary