

New Baden Library Board Minutes
New Baden, IL 62265
January 13, 2025

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

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

Public Comments: None

Board Meeting Minutes:

November meeting minutes were reviewed. Judy motioned for November minutes to be approved. Jimmy second. Minutes were approved.

Librarian Director Updates:

-Vicki distributed the November and December 2024 Librarian report to Board members and the reports were reviewed.

-Numbers for both months were good.

-Book Bingo was in November. We had less than 30 people attend but we did have to change the date and that could have been the reason. Everybody had a good time, and they did want to do it again. We are looking at late May or early June.

-Holiday Story Time was Thurs, Dec 19. There were 48 attending. We did a craft, read a story, Santa and Mrs. Claus came and we had snacks.

-Eden's last day was Jan 4 but she will be back mid-May to help out this summer. She is studying in Switzerland this semester.

-Vicki requested the barcoding machine again and we are third in the queue at this time.

-We are working on the summer reading program.

Financial Report:

Treasurer's Report for November and December were reviewed.

-Vicki distributed the bills to pay, receipts and expenses, the bank reconciliation, and overall budget for the year.

-There was a question about the miscellaneous disbursements for both months under Payments for Lost Books. We will ask Vivian at the next meeting.

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

Unfinished Business

-Jo and Jimmy still need to complete training.

-Vicki paid Germantown Gutters a down payment for work in November but she has not heard from them. She will contact them again.

-Litteken Electric came and installed the new lights and everyone could tell a difference. Vicki needs to contact them about the sensor on the front main door. It's very sensitive and needs to be corrected.

- Jeff's Chem Dry from Centralia came in Dec and cleaned the carpets, and they look great.
- Vicki got approval to remove old records and they will box them for shredding at FCB.
- Greg brought the sides of the little library to the library for Jinae to letter. Greg's wife is working on painting birds. Greg wondered about the height of the stand. He will look at the one in the New Baden Park.

New Business

-We are having plumbing issues in the men's and women's bathrooms. Vicki contacted a local plumber, and he said it was too small of a job and he recommended someone else. Vicki called them and they do not do commercial buildings anymore. Julie contacted Mascoutah Plumbing and they will come and look at the issues.

-Vicki and Vivian will meet on Jan 29 at 5:30 to discuss the upcoming budget and it will be presented at the February meeting.

-The Per Capita is due at the end of January and Vicki will have it done.

-The annual library certification is complete.

-The ILLINET Statistical Survey is complete.

-Vicki said we just reviewed policies, and the Drug and Alcohol policy is good.

Closed Session: None

Adjournment:

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

-Next monthly meeting will be February 10, 2025, 6:30 PM.

Respectively,
Diane Hoerchler, Secretary