

**New Baden Library Board Minutes**  
**New Baden, IL 62265**  
**August 16, 2025**

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

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

**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 2025 Librarian reports to Board members and the reports were reviewed.

-The library has been very busy the last couple months. We are getting a lot of new patrons, especially from Damiansville. The only event during June was the June Jamboree parade. Because of the heat, we decided to ride in the bed of a truck instead of walking. We passed out Library frisbee fans to the kids and foldable fans for the adults.

-Vicki received the \$12,500 technology grant. We have two years or, June 30, 2027, to spend the grant. We also have to do a quarterly report on how we spend the grant.

-Summer Reading was great. There was no drama, and everything went calmly and smoothly. In the past, the younger kids were the biggest group, but this year it was the older kids. We averaged about 30 kids every Wednesday. Next year's theme is Plant a Seed – Read!

-Eden's last day is Aug 15 but she will be back at Christmas break.

-There is a group coming on Wednesday evening, 5:00-7:00 doing needle projects in the back room. It is not a learning class but maybe they will start one.

-Travis donated a lot of gaming items for kids to use in the library. They cannot check them out of the library, only use them while they are in the library. Thank you, Travis.

-Two more parking signs are here, and Greg will install. There have been some kids in the library, with a parent and they are running around and taking things off the shelves and not returning them and the parent says nothing. Vicki decided to create several signs with rules for being in the library. She showed the Board and the Board agreed on one of them. Vicki wants to get it enlarged and put them around the library. Hopefully, that will help.

-Someone from Damiansville came in and asked if the library had a pamphlet about things the library offers. They wanted to pass them out to the parents at school. Vicki put together a nice pamphlet and passed them out to the Board. She will tweak them and have them available for different library events.

**Financial Report:**

Treasurer's Report for June and July were reviewed.

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

-A CD is maturing on Aug 22. Vivian said she thinks we will need the month to pay bills. We should get our big check in Sep and we can put it back in another CD, if we want.

-Diane made a motion to approve the June and July 2025 financial reports, pay August bills and July debit card bills. Judy second. The treasurer's report was approved.

### **Unfinished Business**

-Vicki passed out training to all Board members with dates the training needs to be finished.

-Greg took the security box home and he and his son will come and set it up. Two of the cameras are not working correctly.

-Vicki purchased a phone to set up the Venmo account. Setting up the account was more detailed than she thought, and she had a hard time finding someone to talk to about the different codes. Someone is supposed to contact her soon.

-The IPLAR was finished in June.

-Vivian took the treasurers book to Village Hall for the Auditors August 11.

### **New Business**

-Jim Smith has resigned from the Board. His job requires him to be in Chicago every Monday. We will take our time getting a new Board member. Vicki asked if the Board knew of anybody who might be interested, and they did not at this time.

-TechKnow Solutions can't help the library become ADA Compliant on their website. Vicki found another company Audio Eye and they want \$10,000 if you don't have a website and \$3,000-\$5,000 if you do have a website. Board agreed the amount is too much money. Eden changed some of the colors and fonts and hopefully that will be enough.

-Vicki contacted Lazerware for bids to replace three computers and our printer. They suggested a laser printer. These computers will have the newest version of Windows. Vicki asked them if anything else needs to be updated and they said our firewall does. Estimate was three computers (\$3,258.62), firewall (\$2,646.52), printer (\$1,659.12). There was a big discussion about needing new computers and what happens to the old computers. Some thought they went back to Lazerware and some thought they belonged to us. Not sure what the contract says. Vicki will contact Lazerware. Judy made a motion to purchase the computers, firewall, and printer from Lazerware. Diane seconded. Approved.

-Vicki reminded the Board about the discussion two months ago about an online eBook service called Libby. It is \$800 a year and we would join with other libraries in southern Illinois. We can also pay a one-time \$250 fee, and it will let our patrons have first availability for any items we purchase for the Libby app. Vivian made a motion to purchase the annual Libby service and the one-time fee. Judy seconded. Approved.

-Vicki reminded the Board to review Serving Out Public.

-There were no Closed Meeting Minutes to review.

**Closed Session:** None

### **Adjournment:**

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

-Next monthly meeting will be September 8, 2025, 6:30 PM.

Respectively,  
Diane Hoerchler, Secretary