

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

Meeting was called to order at 6:25 p.m. by Jo Stroot.

Member's present were: Jo Stroot, Travis Santel, Diane Hoerchler, Greg Sweet, Judy Baehr, Vivian Bossler, Vicki, the Librarian, and potential new Board member, Amanda Williams.

Public Comments: None

Board Meeting Minutes:

September meeting minutes were reviewed. Vivian motioned for September minutes to be approved. Judy seconded. Minutes were approved.

Librarian Director Updates:

-Vicki distributed the September 2025 Librarian report to Board members and the report was reviewed.

-September was our best month ever. We had 18 new patrons added, launching Libby helped.

The Trenton Library Director asked Vicki about Libby and Vicki explained how inexpensive it is.

-The shot clinic had 15 people.

-Trick or Treat in the park is Friday night. 5:00 is set up, we have tattoos, finger toys, and elementary school books to give out. We have a Daisy girl scout unit using our front room and they asked if we would pass out a flyer for them and we will.

-The Book and bake sale is Saturday. If anyone wants to donate baked items, it will be appreciated. You can bring them on Friday. We will have a preview sale on Friday from 1:00-5:00 with hardback books, \$1.00 and paperbacks, \$.50. Volunteers are welcome. Judy Geries, who has helped with so many things, has a serious illness and is no longer able to volunteer. We would like to get her something to thank her for her hard work over the years. We might even name the room the Judy Geries Room with a plaque. She has helped with the books, cleaning the lockers out, old paperwork, setting up for the book sale and so many other things.

-Vicki can purchase about 60 lightweight foldup chairs for \$900. She can't find a cart for the chairs. After the book sale, she will clean out the closet and see how many chairs will fit. There was discussion about building a cart. Vicki will check into it and let us know at the next meeting. She went to the Kunz Surplus store in town but could not find two desk chairs that would work at the front counter. She purchased two from Amazon.

-Preschool Story Time in Sep was high, but October was low. Kids were not very good, throwing books, and parents were not helpful. Vicki read some but when she used the iPad the kids were good. She used the Technology Grant to purchase a TV and a stand from Amazon. It can be used for Story Time and Summer Reading.

-Vicki started the process to get the Little Free Library mapped with others.

-We have tentative schedules for book Bingo and holiday Story Time

-There is a table in the little kids' area Vicki would like to put activities on. She passed around different block type things. Travis had ideas and will pass to Vicki.

-Vicki wanted to let the Board know costs on different items used in the library are going up. Things like Scotch tape and labels. Cheapest is at Staples. Also, the electric bill has gone up.

Financial Report:

Treasurer's Report for September was reviewed.

- Vivian distributed the receipts and expenses, the overall budget for the year, the bank reconciliation, and the bills to pay. Some items on the bills to pay will be paid through the Technology Grant.

- Travis made a motion to approve the September 2025 financial reports, pay October bills and September debit card bills. Judy second. The treasurer's report was approved.

Unfinished Business

- Some have finished training, and some have not.

- Amanda Williams was introduced at the beginning of the meeting. She was asked what she thought about the Board. Vivian made a motion to appoint Amanda to the Library Board. Judy seconded. Approved.

- The cameras are working. It was the power cord. Litteken Electric came and put an outlet by the front door and sensors in the back room.

- We have new computers, copier and firewall all installed and working.

New Business

- Vivian distributed the tax levy information. She proposed a 2% increase. There was a lot of discussion on insurance costs, payroll increases, and updates to the library. Jo felt the 2% was not enough in case we have something major go wrong. Vicki felt with rising costs 2% was too low. Travis suggested a 3%. Last year's Levy was 4.75%. Diane motioned to approve a 3% Tax Levy for 2026/2027. Travis seconded. Approved.

- Vicki distributed the holiday hours for the library for 2026. Vivian motioned to approve the closings. Judy seconded. Approved.

- Paperwork is ready to request the removal of records in the library. Last year it was submitted too early so Vicki will wait until November this year.

- Jo said there was something smelly in the trash can by the front door. Vicki will check.

- Jo noticed bricks needing repair work on the side of the building. Greg and Travis will look at it. If it needs work, it will be presented to Village Hall.

- Vicki asked if Greg and Travis could spray the shades with silicone so they move easier.

Closed Session: None

Adjournment:

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

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

Respectively,
Diane Hoerchler, Secretary