

New Baden Library Board Minutes
New Baden, IL 62265
February 9,, 2026

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

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

Public Comments: None

Board Meeting Minutes:

January meeting minutes were reviewed. Vivian motioned for January minutes to be approved. Greg seconded. Minutes were approved.

Librarian Director Updates:

-Vicki distributed the January 2026 Librarian report to Board members and the report was reviewed.

-January 15, we had an author event. There were 11 people in attendance. The author did not market the event very well.

-Upcoming events:

-This Friday, February 13 we will have a watercolor event for 9-14 year olds. There are 14 kids signed up to attend. Someone on Facebook asked about an adult watercolor event and the artist said she would be favor of having one. Trying to get a date for the adult event in March on maybe a Saturday afternoon. The artist will display some of her paintings in the library and they will be for sale.

-In March we will try to have another puzzle race. Looking at maybe March 10.

-In April we will have the Village Wide Yard Sale at the library.

-Looking at having presentations on aging adults sometime during the year.

-Vicki would like to open the center of the library for more events. She is looking at moving books in the adult area and then moving the DVD's to the book area and getting rid of the shelves the DVD's are on.

-Vicki addressed some concerns in the library with patrons. There is a male who walks around town and has started coming into the library. He gets agitated, moves books on the shelves, damaged a book from another library, kicked the door opening pad, and brought in the mail. There is a 6th grader who comes to the library and leaves trash around and messed with the drawings on the front window. After a long explanation of these people, it was suggested Vicki find out who their guardians are and talk to them. Vicki also has a Board member from another library coming to our library. Apparently, she is not happy with her library and likes what we do at our library. Vicki is uncomfortable with the person discussing things from her library, so she called IHLS and asked how to approach the person. Vicki will try and discourage her from discussing library business with her.

Financial Report:

Treasurer's Report for January was reviewed.

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

-Diane made a motion to approve the January 2026 financial reports, pay December debit card bills and February bills. Travis second. The treasurer's report was approved.

Unfinished Business

- Amanda and Travis have annual training to complete.
- Per Capita Grant was submitted 19-23 January.
- Vicki left a voice mail for Tim Deien at the Village to look at the outside of the building.
- Vicki passed out a revised Drug, Alcohol and Tobacco policy. Vivian motioned to approve the new policy. Diane seconded. Policy approved. Vicki has new signs for the building with the new policy.

New Business

- Vicki passed out a letter from the Clinton County District Board about filing the Statement of Economic Interest. All Board members need to file online by May 1, 2026.
- Vivian distributed the FY2027 budget for review. Diane had questions trying to figure out how the tax levy numbers worked with the budget. Vicki printed the tax levy numbers for the Board. Vicki added the budget should be 70% salary and 8-12% book purchases. The Board will approve the budget at the March meeting.
- Approving/disapproving adding the Director to the checking account was tabled until March.
- Staff evaluations will be done by the end of the month.
- Vicki is constantly reviewing the Policy and Procedures. Nothing is new, at this time.
- Wage increases were addressed. Vicki will be going from \$19.00 to \$19.50 per hour. Judy will be going from \$17.00-\$17.50 per hour. Julie, Jinae, and Eden will be going from 15.00 to \$15.50 per hour. Diane motioned to approve the pay increases. Greg seconded. Approved.
- There were no closed meeting minutes to review.
- Travis presented Vicki will her annual performance review and she signed it.
- Vicki would like to have the first week of the summer reading program for all the kids together, since it will be the week before July 4 and the 250 America anniversary. She is looking for something to do for everybody together, maybe something with music.
- Vicki distributed a letter from Illinois Heartland Library Systems about running for their Board.

Closed Session: None

Adjournment:

- Vivian motioned for meeting adjournment. Diane seconded. Meeting adjourned.
- Next monthly meeting will be March 9, 2026, 6:30 PM.

Respectively,
Diane Hoerchler, Secretary