

**New Baden Library Board Minutes**  
**New Baden, IL 62265**  
**March 9, 2026**

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

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

**Public Comments:** None

**Board Meeting Minutes:**

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

**Librarian Director Updates:**

- Vicki distributed the February 2026 Librarian report to Board members and the report was reviewed.
  - We had our water coloring class in February with 13/14 kids. Maybe an adult class in early summer.
  - March 10<sup>th</sup> is our puzzle race and we have 11 tables signed up.
  - The book sale/bake sale is April 24 and 25. The staff discussed having a bake sale or not and they decided to have a 'light' bake sale with cookies, brownies and small items. Friday, April 24 will be the presale day, and Saturday will be the \$5 bag day.
  - Vicki moved the shelves in the center of the library to the children's area for DVD's and one to the back room for puzzles. Greg bolted the shelving to the walls to be safer. Two of the shelving units were sold. It opened up the area where the meeting table is.
  - Vicki wanted to get a new fax with the technology grant. She ordered one but it isn't what Vicki was looking for, and she has tried to return it twice. She might end up keeping it.
  - Someone saw a bug in the back room. Vicki contacted a bug company, and they sprayed inside the library.
  - Vicki passed around copies of Illinois Public Library Standards to the Board. This is what she has to use when completing paperwork for the Per Capita Grant.
  - Vicki called the carpet cleaner she used last year but has not gotten a reply. She will see how much it is and determine if we should spend this year's money or next year's.
  - Vicki has contacted several places about coming for the summer reading program. She has not gotten a response from the Science Center. The Botanical Gardens does not go out and do programs. Vicki has not contacted the Extension Center yet. Vicki has ordered tee shirts and other stuff for the program. This year's program is Plant a Seed, Read!
  - Vicki said Lebanon and Trenton libraries have Seed Libraries and she would like to start one in New Baden. They get small bags of seeds for patrons to take, and patrons can bring in their extra seeds also. Vicki will check out those libraries and see how they are set up.
  - There was a lot of discussion about the old school records in the library. Not sure why we have them and should we have them. They are very old, some back to the 30's and 40's when Washington school was in the library space. Board will think about it until the next meeting.

**Financial Report:**

Treasurer's Report for February 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 February 2026 financial reports, pay February debit card bills and March bills. Judy second. The treasurer's report was approved.

### **Unfinished Business**

-Amanda, Travis and the staff have annual training to complete.

-Vicki left a message for Tim Deien about the outside of the building last month and twice this month. She will go to Village Hall.

-Statement of Economic Interest needs to be filed to Clinton County. Amanda, Vivian and Jo still need to.

-Staff evaluations are finished.

### **New Business**

-Vivian distributed the FY2027 budget for review. After a short discussion, Diane made a motion to approve the Fy2027 budget. Judy seconded. Approved.

-Jo discussed an issue at FCB with a check. FCB suggested having someone else be able to sign checks, since Vivian works full time and is not always available to sign checks. Jo recommended Vicki be able to sign. Vivian made a motion to add Vicki to the FCB accounts for the library. Judy seconded. Approved.

-Jo discussed the Little Free Library she saw at Trenton Elementary. She had a picture of it and thought it would be nice for our library to put one at New Baden Elementary. There was discussion about whether the school would want one there and who would build it. It was tabled for next month.

**Closed Session:** None

### **Adjournment:**

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

-Next monthly meeting will be April 13, 2026, 6:30 PM.

Respectively,  
Diane Hoerchler, Secretary