

Meeting Minutes
Auburn Public Library District Board Meeting
August 15th, 2023
7 PM

Call to order: A regular meeting of the Auburn Public Library District Board of Trustees was held in Auburn, IL, 62615, on August 15th, 2023. The meeting convened at 7:11 pm. President Lacy Strader presiding, and Ashley Jarrett, secretary.

Roll call to establish quorum:

Board Attendees:

1. Lacy Strader: present
2. Monica Garrett: present
3. Ashley Jarrett: present
4. Jeffrey Stutsman: present
5. Deb Burke: present
6. Dan Dixon: absent

Staff:

Amanda Kendall, Library Director: present

Nicole Szymski, Librarian: present

Kaydence Lehman, Aide: present

I. Approval of minutes:

Motion: Moved by Lacy Strader to accept the minutes of the July 2023 meeting

Motion carried.

II. Consent Agenda

- a. Total circulation down from June
- b. Overall circulation is still up from 2022

Motion: Moved by Lacy Strader that the Consent Agenda be approved.

Motion carried.

III. New Business

1. City of Auburn has a new utility bill system
 - a. The library is enrolled in autopay
2. B & A public meeting notice
 - a. Will be published in the Auburn Citizen

- b. Set for September

IV. Unfinished Business

1. Budget in progress
 - a. Schedule new budget meeting for 8/26 at 10 am
 - b. Previous meeting was cancelled due to a motorcycle rally on the square that cuts off access to the library
2. IPLAR
 - a. Amanda is working on; due September 1st
3. Direct Deposit
 - a. Information received but it has not been set up yet

V. Treasurer's Report

1. Financial Reports
 - a. none; waiting on the latest report from the accountant

VI. Director's Report

1. Facility
 - a. Library Inservice Day 8/25- library closed
 - a. Time will be used to organize the back room
 - b. Closed for Labor Day
 - c. Persistent but intermittent plumbing issue
 - a. Diagnosed as "dry drain" during previous calls to the plumber
 - b. If it happens again might try a new plumber
2. Staff
3. Programming
 - a. Summer Reading!
 - i. 74 kids participated
 - ii. Exit survey will be sent with the email announcing prizes
 - b. Library staff painted about 75 faces at the Last Call Before Fall picnic hosted by AAC
 - c. Fall and Winter programming planned
 - i. Garage Sale 9/21-9/23
 - ii. Banned Books Week 10/1-10/7
 - iii. Trunk or Treat on the square; library staff will be bees
 - iv. Holiday Walk hosted by AAC with the theme "Nutcracker" and library staff will be sugarplum fairies with cotton candy
 - v. Santa story time and pajama party 12/1 at 6 pm with Santa and Mrs. Claus volunteering their time for the library again
 - vi. Grinch story time 12/15 at 6 pm
4. Fundraising

5. Long Range Plan Progress Report
6. Other

Motion: Moved by Monica Garrett to approve the Director's Report.

Motion carried.

VII. Committee Report

1. Budget/Finance Committee- 8/26 at 10 am
2. Policy Committee
3. Building Maintenance Committee
4. District Expansion Committee
On Hiatus

VIII. Public Comment

IX. Closed Session

X. Call back to Order

XI. Announcements

1. Next meeting is August 19th, 2023

XII. Adjournment: Lacy Strader made a motion to adjourn the meeting at 7:29 pm.

Motion carried.