

Meeting Minutes
Auburn Public Library District Board Meeting
May 21st, 2024
7 PM

Call to order: A regular meeting of the Auburn Public Library District Board of Trustees was held in Auburn, IL, 62615, on April 30th, 2024. The meeting convened at 7:10 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: absent
5. Deb Burke: present
6. Dan Dixon: present

Staff:

Amanda Kendall, Library Director: present

Nicole Szymski, Librarian: present

Kaydence Lehman, Aide: absent

I. Approval of minutes:

Motion: Moved by Lacy Strader to accept the minutes of the April 2024 meeting

Motion carried.

II. Consent Agenda

- a. Total circulation up 129 from March
- b. A/V is the only area that is down (decrease of 7 from March)

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

Motion carried.

III. New Business

1. Scheduling Budget Committee meeting
 - a. Members are Monica, Lacy, Jeffrey and Amanda
 - b. June 8th at 10 am

IV. Unfinished Business

1. CPA update
 - a. The auditor, Brenda, finished May 17th and submitted Receipts and Disbursements but we do not yet have a copy from the CPA.
 - b. The board will possibly hold an emergency meeting to vote on reports when we receive them

V. Treasurer's Report

1. Financial Reports
 - a. Incomplete; see above CPA update

VI. Director's Report

1. Facility
 - a. HVAC belt was broken
 - b. Pre-summer reading inservice day May 28th, library closed
 - c. Library closed June 19th for Juneteenth
2. Staff
 - a. Library Baby 2024, Amanda due in December
3. Programming
 - a. Summer Reading
 - i. Nicole Program presentation to ask for \$1,050 of the Landers money as startup for toddlers, tweens and teens program initiative.
 - i. The upkeep would be from donations or the programming budget
 - ii. The main costs is money needed for prizes and candy
 - iii. Dan made a motion to approve funding for Nicole's program
 - i. Lacy Strader: yay
 - ii. Monica Garrett: yay
 - iii. Ashley Jarrett: yay
 - iv. Dan Dixon: yay
 - v. Deb Burke: yay
 - iv. Motion passed
 - ii. Volunteers needed for summer reading
 - i. Space week- Wednesday event
 - ii. Spy week stations
 - i. Spy camp on 6/20 at 5:30
 - ii. Fingerprinting
 - iii. Secret messages
 - iv. Police officer
 - iii. Teen escape room 6/22 at 1 pm

iv. Pirate game night 6/28, possibly outside with water from 5-7 pm

iii. Butterflies all hatched and were released!

iv. Storytimes, book clubs and passive programming are ongoing

v. Dominic Kendall will run a chess club for ages 10 and up

4. Fundraising

1. City wide garage sale and book sale were held April 25th-27th

5. Long Range Plan Progress Report

6. Other

1. Community leaders forum meeting postponed, no rescheduled date yet

Motion: Moved by Lacy Strader to approve the Director's Report.

Motion carried.

VII. Committee Report

1. Budget/Finance Committee- meeting June 8th at 10 am

2. Policy Committee

3. Building Maintenance Committee

4. District Expansion Committee

5. Ad Hoc Committee

VIII. Public Comment

i.

IX. Announcements

1. Next meeting is June 18th, 2024

2. Will have 72 hours notice for a special meeting if needed for approval of the annual reports

X. Adjournment: Lacy Strader made a motion to adjourn the meeting at 8:08 pm.

Motion carried.