

**Meeting Minutes**  
**Auburn Public Library District Board Meeting**  
**September 19th, 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 September 19th, 2023. The meeting convened at 7:09 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: absent
6. Dan Dixon: present

**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 August 2023 meeting

**Motion carried.**

**II. Consent Agenda**

- a. Total circulation down from August; this is expected when school starts, youth services is always the biggest drop
- b. A/V is up from August
  - i. A/V down from 2022 but everything else is increased

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

**Motion carried.**

**III. New Business**

1. B & A public meeting
  - a. Ordinance will be published in newspaper

- b. Increase to payroll and books
- 2. Vote to adopt B & A Ordinance
  - a. Motion moved by Dan Dixon to approve the B & A ordinance
    - i. Lacy Strader: yay
    - ii. Monica Garrett: yay
    - iii. Ashley Jarrett: yay
    - iv. Dan Dixon: yay
    - v. Absent: Jeffrey Stutsman and Deb Burke
  - b. Motion Carried
- 3. Friday October 6th library will be closed
  - a. Homecoming parade at 2 so square will be closed off and patrons and staff will be unable to access library or parking lot
- 4. PTO approval for Amanda
  - a. 10/30-11/13
    - i. Will come in to complete payroll
    - ii. 11/9 closed for inservice day
  - b. *Motion:* Moved by Lacy Strader to approve time off for Amanda.  
**Motion carried.**

#### **IV. Unfinished Business**

- 1. IPLAR and ILLNET surveys completed
- 2. Per Capita Grant funds received

#### **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
    - i. Time was used to organize and clean out the back room and it looks much better
    - ii. J graphic novels area expanded
  - b. Next inservice day November 9th
  - c. We were closed for Labor Day
  - d. Will be closed for Indigenous Peoples Day and Veterans Day
- 2. Staff
  - a. ILAAC 2023 in Springfield October 24-26
  - b. Nicole and Amanda \$350 each
  - c. Thursday is Trustee Day (\$300/person)
  - d. No coverage for 10/24
    - i. *Motion:* Moved by Lacy Strader to approve library closure 10/24
    - ii. **Motion passed**

3. Programming
  - a. Banned book week
    - i. First week of October
  - b. Library Crawl all of October
    - i. Our 4th year participating
    - ii. 158 libraries this year! This event grows every year
    - iii. Will have passive programming for visitors and prizes for our patrons who get stamps on their passports
  - c. Trunk or Treat- Staff will be Bees and hand out candy and Pokemon cards
  - d. Author event with Sly Fox
    - i. Cammie Corlas Quinn will have a book talk about her book "Follow the Wind Home" and Sly Fox will have copies for sale
    - ii. 10/28; same day as trunk or treat
4. Fundraising
  - a. Fall City Wide Garage Sale
    - i. 23 people signed up
    - ii. Was advertised in newspaper
    - iii. Fliers with addressed left at several locations across Auburn (Casey's, Save-a Lot)
5. Long Range Plan Progress Report
6. Other

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

**Motion carried.**

## **VII. Committee Report**

1. Budget/Finance Committee
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 October 17th, 2023

**XII. Adjournment:** Dan Dixon made a motion to adjourn the meeting at 8:41 pm.  
**Motion carried.**