

Meeting Minutes
Auburn Public Library District Board Meeting
June 18th, 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 June 18th, 2024. The meeting convened at 7:16 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: 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 May 2024 meeting

Motion carried.

II. Consent Agenda

- a. Total circulation up 34 from April
- b. A/V and youth services down from April; expected due to finals and end of school year activities
- c. Adult services is 417 compared to last years 365 so a big jump

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

Motion carried.

III. New Business

1. Per Capita grant awarded in the amount of \$7,055.24
2. Parking lot repairs

- a. Quoted \$850 to repair the cracked/crumbling concrete and rest ripe
- b. *Motion:* moved by Lacy Strader to approve the repairs and painting of the parking lot.
 - i. Lacy Strader: yay
 - ii. Monica Garrett: yay
 - iii. Ashley Jarrett: yay
 - iv. Jeffrey Stutsman: yay
 - v. Dan Dixon: yay
 - vi. Deb Burke: yay

c. Motion Carried.

3. IHLS Automated Sorting

- a. IHLS will use a machine to sort books for interlibrary loans
- b. Barcodes will need to be on the outside of all materials
 - i. 90% of our books are already barcoded this way
 - ii. If the barcodes do not come off the inside of books easily they will be rebarcoded so they are compliant
 - iii. DVD barcodes are on the inside so they will need to be redone
- c. This will take affect in the fall
- d. Should make it more consistent for deliveries and help with staffing at the hub location

4. FY 2024-2025 Meeting Schedule and Phone Tree handed out

IV. Unfinished Business

- 1. CPA update
 - a. Annual Report of Receipts and Disbursements and the Annual Report to the Comptroller have not been received.
 - b. CPA issue is still unresolved as we have yet to receive our reports
- 2. PPRT resolved and the check will be cashed June 20th
- 3. Budget Committee Meeting will be scheduled at the next board meeting in July

V. Treasurer's Report

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

VI. Director's Report

- 1. Facility
 - a. 22 New Patrons!
 - b. Pre-summer reading inservice day May 28th, library closed
 - c. Library closed June 19th for Juneteenth
- 2. Staff
- 3. Programming
 - a. Summer Reading- Adventure at the Library
 - i. 77 kids signed up!

- ii. 30 attendees for rocket day as part of space week programming for summer reading
 - b. Babies and Teens update
 - i. Teen break in bags containing stickers, candy and fidgets have had lots of interest and 24 have been done
 - ii. 15 teens have received 19 scratcher tickets for reading goals, attending/participating in programming and checking out books
 - iii. Baby sensory story time went well and had three babies for the first session
 - c. Storytimes, book clubs and passive programming
 - i. Storytimes are broken into little learners for young babies and toddlers and Rainbow Readers for older kids to try and appeal to the needs of various ages
 - ii. Book clubs are ongoing
 - iii. Passive programming are ongoing; choose your own adventure with lego man had over 100 votes
 - d. Pride decorations and information are up and well received

4. Fundraising

5. Long Range Plan Progress Report

6. Other

- 1. Library is closed June 19th for Juneteenth

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
- 5. Ad Hoc Committee

VIII. Public Comment

- i.

IX. Announcements

- 1. Next meeting is July 16th, 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 8:17 pm.

Motion carried.