

Meeting Minutes
Auburn Public Library District Board Meeting
April 30th, 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 7:05 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: absent

Kaydence Lehman, Aide: absent

I. Approval of minutes:

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

Motion carried.

II. Consent Agenda

- a. Total circulation down from February, this is not unexpected with the nicer weather.
- b. The average from last year is up

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

Motion carried.

III. New Business

1. Garage Sale/Book Sale report
 - a. Garage sale- \$345
 - b. Book sale- \$440.25

- c. Totalled \$785.25
- 2. Lawn and Power Washing
 - a. Lawn
 - i. Mr. Kendall will mow and charge \$25 each time
 - b. Power washing the concrete and building will be \$200 and also done by Mr. Kendall

IV. Unfinished Business

- 1. CPA update
 - a. New freelance CPA (not affiliated with the company) has been working on our reports (Receipts and Disbursements and Report to the comptroller) and has guaranteed we will have what we need by the May meeting
- 2. PPRT
 - a. Will be discussed at the May 6th and 20th city meetings
 - b. We did receive a check for \$9,0248 but were asked not to cash it until after the meeting on May 20th and the settlement agreement is signed.

Motion: Moved by Lacy Strader to approve the settlement release.

Vote:

Lacy- yes

Dan- yes

Monica- yes

Jeffrey- yes

Deb- yes

Ashley- yes

Motion carried.

- 3. Reminder: Statements of Economic Interest
 - a. Due May 1st; will incur a \$15 late fee until May 15th and after May 15th it will be \$100/day plus the late fee.

V. Treasurer's Report

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

VI. Director's Report

- 1. Facility
 - a. New printer
 - b. SHARE annual agreement - \$3482.38, includes an allotment for e-books
 - c. E-Rate approved- \$1251.01
- 2. Staff
- 3. Programming
 - a. March Madness Book Tournament results

- b. Passive Programming
 - i. Question of the month
 - ii. "Guess how many" jars
- c. Story times and book clubs- ongoing
- d. Summer Reading planning is underway
- e. Butterflies are here

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

- 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 May 21st, 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 7:25 pm.

Motion carried.