

August 27, 2024

The Board of Trustees of the Schmaling Memorial Public Library met on Tuesday, August 27, 2024 at the library. Attending were Jodie Dornbush, Mary Kiger, Nicole Kershner, Kathy Quick, and Tara Rhoades. Librarian, Britni Hartman, was also in attendance. President, Amber Turner, and Treasurer, Sarah Brubaker, were not in attendance.

In the absence of both President and Treasurer, the meeting was called to order at 5:18 by Jodie Dornbush.

There was no public comment.

Tara moved to approve the minutes of the regular meeting held on July 16, 2024. A voice vote of all ayes approved the minutes as written.

Nicole moved to approve payment of bills for the past month. A roll call vote of all ayes approved the motion.

#### LIBRARIAN'S REPORT

The local Kiwanis Club has agreed to pick up the old drop box if we will donate it to them for scrapping. Kathy moved to have them pick it up and dispose of it. A roll call vote of all ayes approved the motion.

Britni contacted Lectronics about replacing the aging security cameras and DVR we have and adding 3 new exterior cameras and 1 interior camera. This will involve replacing some of the wiring to these locations. She has not received a quote at this time.

Britni has contacted Kacy Kelly about replacing the 3 public computers and the 4 staff computers. He has given her a quote of \$6,153 for 7 new Dell computers. In addition, setup and installation would be between \$2000-\$2500. Additional expenses would include Office suite for all computers. Total would be \$9405. Nicole suggested having her husband, John, contact Britni and discuss other options, perhaps with a lower cost. Further information will be presented and discussion will continue in September.

An architect has been contacted concerning the aging roof of the library. He has not responded to the information Britni gave him.

Owen Brubaker has gone to college leaving a staff vacancy. Britni has hired Kiana Siragusa who has been volunteering for over a year. She is familiar with the workings of the library and Britni thinks she will be a good replacement.

The Circulation – Fees and Fines Policy has been updated to include device fines and replacement fees for unreturned and/or damaged materials. Nicole moved to approve the updated policy as written. A roll call vote approved the motion.

Britni presented the updated Contract for Library Services which involved changing the classroom card fee from \$70 to \$72 and changing dates to the current 2024-2025 school year. Mary moved to approve the updated contract. A roll call vote approved the motion.

Britni reported that the Illinois State Historical Society has approved our application for recognition. They will deliver or mail us the certificate.

Britni is still working on the IPLAR.

The new website is up and running. It seems to be working well. New databases from the State Library are now accessible. She gave each Board member a bookmark with User ID and Password to access the database information.

The Sawmill Museum pass is waiting for addition to Sierra and then it will be ready for circulation.

5 Board members' seats are up for election on the 2025 ballot. Those are Kathy Quick, Jodie Dornbush, Nicole Kershner, Mary Kiger, and Tara Rhoades. There are 2 six-year terms to be filled, 2 unexpired four-year terms, and 1 unexpired two-year. Britni has all the paperwork needed available for anyone interested to pick up at the library.

#### COMMITTEE REPORTS

Building and Grounds – no report

Finance – Tara presented minutes of the finance committee meeting held on August 6, 2024. Kathy moved to approve the minutes as written. A voice vote approved the minutes as written.

Library – Jodie and Nicole have audited the minutes from the past fiscal year.

The next regular meeting will be held on Tuesday, September 24, 2024 at 5:15 p.m.

Mary moved to adjourn the meeting. A voice vote of all ayes adjourned.

Respectfully Submitted,

Kathy Quick