

**Bradley Public Library**  
**Board of Trustees**  
**Regular Meeting – June 15, 2022**  
**Ruth Drassler Meeting Room**

President Bayer called the meeting to order at 6:00 p.m.

**Trustees Present:** Nickolas Allen, Karen Bayer, Madonna Benoit, Connie Hendrickson, Terri Jones, Jonathan Shinabarger

**Trustees Absent:** Lucson Edme

**Also Present:** Jodie DePatis, Director, Marie Cowden, Recording Secretary, Ryan Guertin (prospective trustee), Ellie Rorabaugh (prospective trustee), and Brenda Whittler (prospective trustee)

**APPROVAL OF MINUTES:**

Trustee Hendrickson made a motion to accept the minutes of the May 18, 2022 Regular Library Board meeting. Trustee Shinabarger seconded the motion and motion carried by unanimous vote.

**PUBLIC COMMENT:** None

**FINANCIAL REPORT AND APPROVAL OF VENDOR PAYMENTS:**

Trustee Bayer made a motion to accept the Treasurer's Report as submitted and to accept Vendor Payments in the amount of \$37,963.18 for the month of May 2022. Trustee Benoit seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.

**DIRECTOR'S REPORT:**

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** The Little Free Pantry was installed on May 21. The most popular items this far are hygiene products and snack type foods. Free summer lunches started June 6 with numbers significantly lower than in previous years. The mobile pantry served 75 families on June 8. We will need additional volunteers for the July 13 pantry. Our membership in the virtual programming consortium Illinois Libraries Present was renewed at an annual cost of \$400. A new "Library of Things" collection is being added with 10 yard games to check out for 2 weeks including bocce ball, cornhole/bags, ladder toss, Spikeball, and others. Summer reading programs started June 6 with approximately 50 adults and 150 kids signed up so far.
- **Continuing Education:** Director DePatis attended the HR Source library HR roundtable on May 19.
- **Personnel:** Olivia Koerner has accepted a position in another field. Her last day will be June 21.
- **Grants:** There were some funds left from the Expanding Digital Inclusion grant after completing all the grant requirements, so we are adding additional items to the Tech to Go collection funded by this grant including an outdoor projector, karaoke/PA system, Cricut Maker, Gimbal, and Roku. The Roku will be set up with a combination of Apple TV, Netflix, Disney+, HBO Max, Paramount+, and Hulu.
- **Building & Maintenance:** MATCO completed the annual fire sprinkler inspection on May 26 with no issues reported. A couple minor issues were found during the annual roof inspection by Langlois. They will be out to complete repairs. Precision Piping replaced a toilet with hairline cracks in the women's restroom.
- **Legal:** Village of Bradley business registration was completed. The premium audit for worker's compensation insurance for Liberty Mutual was completed.
- **Technology:** Our OCLC membership has been renewed as is required by the PrairieCat consortium. Public Internet was down from June 2-8 due to an AT&T router issue.

## **COMMITTEE REPORTS:**

- **Finance Committee- Proposed FY2023-24 Budget:** Director DePatis distributed proposed working budget for trustee information and review.
- **Personnel Committee-Proposed Salary Schedule:** Director DePatis distributed proposed salary schedule for FY2022-23 for trustee review. Topic discussed and DePatis added that effective date for salary schedule is January 1, 2023. Trustee Jones made a motion to approve the salary schedule and Nicholas Allen seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.

**UNFINISHED BUSINESS:** None

## **NEW BUSINESS:**

- **Working Budget FY2022-23:** Director DePatis distributed working budget for trustee review. Topic discussed and Trustee Shinabarger made a motion to approve working budget for FY2022-23. Trustee Jones seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **Ordinance 22-01: Building and Maintenance Levy FY2023-24:** Director DePatis distributed Ordinance to levy and assess a Building and Maintenance tax of .02% for the 2023-24 fiscal year. Topic discussed and Trustee Allen made a motion to approve Ordinance 22-01. Trustee Hendrickson seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **Set Public Hearing Date for FY2023-24 Budget & Appropriations Ordinance:** Trustee Hendrickson made a motion to set public hearing date for the FY2023-24 Budget & Appropriations Ordinance at 6pm before the regular board meeting on August 17, 2022. Trustee Jones seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **Secretary's Review of Closed Meeting Minutes:** Trustee Benoit made a motion to keep closed meeting minutes closed. Trustee Bayer seconded the motion. Motion carried by unanimous vote.
- **Trustee Vacancy:** Trustee Jones in process of moving out of Bradley district and will vacate her trustee position.

## **EXECUTIVE SESSION:**

- **Selection of a person to fill a public office:** At 6:30 p.m. Trustee Bayer made a motion to go into Executive Session for the purpose of discussing the selection of a person to fill a public office. Trustee Benoit seconded the motion. Motion carried by unanimous vote.

At 7:30 President Bayer declared Executive session concluded and meeting returned to open session.

**COMMUNICATONS/CORRESPONDENCE:** None

## **ADJOURNMENT:**

At 7:34 p.m. Trustee Hendrickson made a motion to adjourn. Trustee Shinabarger seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, July 20, 2022 at 6:00 p.m.

Respectfully Submitted,

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Madonna Benoit  
Secretary

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Marie Cowden  
Recording Secretary