

**Bradley Public Library**  
**Board of Trustees**  
**Regular Meeting – October 19, 2022**  
**Drassler Meeting Room**

President Bayer called the meeting to order at 6:05 p.m.

**Trustees Present:** Nickolas Allen, Karen Bayer, Madonna Benoit, Ryan Guertin, Ellie Rorabaugh, Jonathan Shinabarger

**Trustees Absent:** Lucson Edme

**Also Present:** Jodie DePatis, Director, Marie Cowden, Recording Secretary

**APPROVAL OF MINUTES:**

Trustee Allen made a motion to accept the minutes of the September 21, 2022 Public Hearing with a change to correct the misspelling of Trustee Ellie Rorabaugh's first name. Trustee Shinabarger seconded the motion and motion carried by unanimous vote.

Trustee Allen made a motion to accept the minutes of the September 21, 2022 Regular Library Board meeting. Trustee Shinabarger seconded the motion and motion carried by unanimous vote.

Trustee Allen made a motion to accept the minutes of the September 21, 2022 Executive 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 \$29,047.04 for the month of September 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:

- **Legal:** The FY2023-24 Budget and Appropriations Ordinance was published in the Daily Journal on October 6. The Truth in Taxation Hearing notice was published in the Daily Journal on October 11. The FY 2023-24 Budget and Appropriations Ordinance and FY2023-24 Building and Maintenance Levy were filed with the Kankakee County Clerk. Updated employment poster for Illinois has been posted.
- **Personnel:** Youth Services Coordinator Allison Orvis resigned effective immediately on October 3. Youth Services Assistant Sarah Hartman who has been with the Bradley Public Library for 3 years has been promoted to Youth Services Coordinator. Sarah has run school libraries for multiple age groups in the Bradley school district for 23 years and is very excited to start effective November 1. We are still accepting applications for a PT Circulation Clerk as well as a Youth Services Assistant.
- **Grants:** The 1<sup>st</sup> quarterly report for the FY2023 PNG grant has been completed. We are continuing to purchase items through the grant with about 2/3 of the items ordered. The Tech Jr. classes have been going well and the students are excited. Teens have been harder to reach but that is not unusual for the start of the school year. The start of service forms for 2022-23 erate have been completed.
- **Technology:** The Short Story cube printed 43 stories in September. Biblioboard had 907 yearbook views in September, and we are getting ready to add the 2018 yearbook to the site.
- **Programs :** Pre-K programs are on hold until November 1 due to staffing issues. All elementary and teen programs have continued as planned. Bradley Central 6<sup>th</sup> grade students will be visiting the Library on October 28 and November 14. Library card registration forms were given out and students who complete the forms will receive their new cards and check out books. The Bradley Ross store gave the Library a donation of \$836.20 from their Boys & Girls Club fundraiser July-30-August 21. The

donation is to be used in the youth department. Meeting room use letters to confirm dates for 2023 have been sent out. Northern Illinois Food Bank contacted us about possibly hosting a mobile pantry right before winter and/or spring break to help families secure food when school is not in session.

**COMMITTEE REPORTS:**

- **Friends of the Library Liason:** Trustee Bayer reported on the success of the book sale that took place on September 29th – October 1st. She expressed her thanks to the Teen T.A.C.O. group for their help in setting up for the sale. She reported book sale profits of \$965.70 which now gives the Friends of the Library a \$2,447.47 balance. Plans are moving forward for Strings in the Stacks December 9<sup>th</sup> concert.

**UNFINISHED BUSINESS:**

- **Trustee Education: Serving Our Public 4.0**  
Trustee Bayer reviewed with Trustees Chapters 7-9 of Serving Our Public 4.0. She informed Trustees that Chapters 10-13 will be discussed at the November board meeting.
- **2023 Trustee Elections:** Trustee Bayer reminded trustees to get petition signatures needed for the April 4, 2023 election.

**NEW BUSINESS:**

- **Approve FY2023-24 Levy Ordinance 22-03:** Trustee Shinabarger made a motion to approve and Trustee Allen seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **FY2021-22 Audit:** Director DePatis informed the board that the audit was not yet complete, but was in draft form.
- **Trustee Vacancy:** Trustee Guertin informed the board that he will be moving out of district and November would be his last attended board meeting. Trustee Allen agreed to accept the Treasurer position upon Trustee Guertin's departure.

**COMMUNICATIONS/CORRESPONDENCE:** None

**ADJOURNMENT:**

At 6:38 p.m. Trustee Guertin 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, November 16, 2022 at 6:00 p.m.

Respectfully Submitted,

---

Madonna Benoit  
Secretary

---

Marie Cowden  
Recording Secretary