

Bradley Public Library
Board of Trustees
Regular Meeting – August 16, 2023
Frances Wertz Conference Room

President Bayer called the meeting to order at 6:04 p.m. and appointed Trustee Edme as acting Secretary.

Trustees Present: Nick Allen, Karen Bayer, Lucson Edme, Brandon Hawkins, Liz Yolich

Trustees Absent: Madonna Benoit, Ellie Rorabaugh

Also Absent: Jodie DePatis, Director

APPROVAL OF MINUTES:

Trustee Allen made a motion to accept the minutes of the July 19, 2023 Regular Library Board meeting.

Trustee Yolich seconded the motion and motion carried by unanimous vote.

PUBLIC COMMENT: None

ERRORS IN FINANCIAL REPORT:

Daily Journal to Professional Services not PR (publishing of notices)

Midwest Tape to Electronic Resources (monthly Hoopla charges)

\$75,000 not to a vendor but to People's Bank as investment CD

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 \$47,367.39 for the month of July 2023. Trustee Yolich seconded the motion. Motion carried by roll call of 5 ayes, 0 nays, 2 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Building/Maintenance:** Aqua contractors replaced the water meter.
- **Programs:** Our movie showing license through MPLC was renewed for another year. The July 27 Mobile Food Pantry served 126 families. Bradley Police came to the pantry twice to convey neighbor complaints about cars blocking driveways and double parking in the street while waiting to be served. The last mobile pantry of the summer was August 14 from 5-6:30pm. 90 Families were served. Free lunches were served through August 10. Summer Reading Program ended July 28 and was a success for both youth and adults with a record number of people participating. Youth totals were 359 participants reading 130,000 minutes, and adult totals were 263 participants reading 4,400 hours. There were many positive comments on the decorations, programs, and prizes for both children and adults. Both departments are having limited programs during August so they can plan and set up for the fall programming schedule. Fall programming sign-ups for youth started August 7th.
- **Continuing Education:** Director DePatis completed a 3 part workshop series on Strategic Planning with consultant Amanda Standerfer of FastForward Libraries. DePatis attended the PrairieCat Delegates meeting at New Lenox Public Library on July 26. PrairieCat's new online card catalog for patrons is expected to be ready to roll out in August. Information Services Coordinator Christina Loraine is currently taking a 4 week class through the University of Wisconsin-Madison's iSchool Continuing Education department entitled: What's the Buzz? Creating Organic Social Media Content with Wings.
- **Personnel:** Two Circulation Clerks have been hired and will be starting by the end of August: Fen Riegel and Chuck Ocenasek. Ocenasek will also be helping in the Youth Services Department with afterschool and weekend programs for elementary students. Long time volunteer Liv Morrison was hired as a Circulation Clerk sub and as the first Teen Technology Ambassador through this year's PNG grant.

- **Technology:** Biblioboard had 319 BBCHS yearbook views in July. The fax machine was replaced due to a broken part. Hotspot usage has been increasing this year with a waitlist happening regularly in the last 3 months, so 3 additional hotspots have been ordered through the Techsoup and Mobile Beacon program that allows libraries to provide hotspots and service to the public at a greatly reduced price. We have pushed back the unveiling of our newest ebook/audiobook resource, eRead Illinois, because they are changing platforms in September. Once that is complete, we will announce the eRead Illinois availability to the community. We purchased a 10 hour block of time at a reduced price with our website developer, Weblinx, so we can have a few updates done to our website over the next several months. All our Internet domains were renewed (.org, .net, .info, and .com).
- **Legal:** No petitions were returned regarding the 2% Building and Maintenance Levy. The 1st tax distribution of \$403,542.59 was received on July 26.

COMMITTEE REPORTS: None

UNFINISHED BUSINESS:

- **Banking and Investments Update:** CD purchased at People’s Bank for \$75,000.

NEW BUSINESS:

- **FY2024-25 Budget & Appropriations Ordinance (23-02):** Trustee Edme made a motion to approve and Trustee Hawkins seconded. Motion carried by roll call of 5 ayes, 0 nays, 2 absent.
- **Set Date for Truth in Taxation Hearing:** Truth in Taxation Hearing set for Wednesday, September 20th at 6 p.m.
- **Secretary’s Audit of FY2022-23 Minutes:** Trustees Allen and Yolich were appointed to review the Secretary’s minutes for FY2022-23.

COMMUNICATIONS/CORRESPONDENCE: None

Trustee Hawkins had questions about the Teen Zone: If teens were not using the desks with internet, could other patrons, as students or adults use those desks? Could there be a specific time set for students (college or adult), perhaps Saturdays?

ADJOURNMENT:

At 6:20 p.m. Trustee Yolich made a motion to adjourn. Trustee Edme seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, September 20, 2023 at 6:00 p.m.

Respectfully Submitted,

Lucson Edme
Acting Secretary

Marie Cowden
Recording Secretary