

**Bradley Public Library
Board of Trustees
Regular Meeting November 20, 2024
Drassler Conference Room**

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

Trustees Present: Karen Bayer, Madonna Benoit, Lucson Edme, Brandon Hawkins, Ellie Rorabaugh

Trustees Absent: Nick Allen, Liz LaMore

Also Present: Marie Cowden, Recording Secretary, Sarah Hartman

Also Absent: Jodie DePatis, Director

APPROVAL OF MINUTES:

Trustee Rorabaugh made a motion to accept the minutes of the October 16, 2024 Regular Board meeting.

Trustee Edme seconded and the motion carried by unanimous vote.

Trustee Rorabaugh made a motion to accept the minutes of the October 16, 2024 Executive Session. Trustee Edme seconded and the motion carried by unanimous vote.

PUBLIC COMMENT: Sarah Hartman spoke

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 \$38,131.89 for the month of October 2024. Trustee Benoit seconded and motion carried by roll call of 5 ayes, 0 nays, 2 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** Programs continue for both youth and adults. The Fall Tiny Art show is on display with judging through December 14th. The youth department had a voting booth up for 2 weeks before and on election day to vote for the winter reading program mascot. A total of 85 people voted with the winner being Penguin and "Cozy up and Read." The winter reading program will begin December 16 and run through January 2025. Friends of the Library is again sponsoring the Strings in the Stacks program on December 13th, and Santa will be visiting on December 14th for free pictures with cookies and craft sponsored by the Friends. Winter mobile pantry is set for Tuesday, December 17th from 5-6:30pm. Volunteers are needed beginning at 4:30pm.
- **Grants:** Most of the materials for the FY2025 Project Next Generation Grant have been ordered. The hydroponics project has been started and classes continue.
- **Building:** The rugs in the youth services department were cleaned by library staff. A copy of the FY2023-24 audit report has been emailed to Mark Kaner of Peoples Bank to fulfill our annual mortgage requirements.
- **Continuing Education:** Information Services Coordinator Christina Loraine attended the Kankakee County Continuum of Care Homeless Summit. Director DePatis attended the PrairieCat Delegates meeting at New Lenox Public Library District on October 30.

COMMITTEE REPORTS:

- **Friends of the Library:** Trustee Bayer stated the following financial figures:

	Beginning Balance:	\$1,471.67
10/31/24	Friends Membership:	50.00 (Income)
10/31/24	Refreshments for Strings & Santa Craft:	<u>300.00</u> (Expenses)
	Ending Balance	\$1,221.67

Trustee Bayer stated that the gift card application was sent to Meijer, and Nothing Bundt cakes has offered a 10% discount on purchases. The next meeting for the Friends of the Library will be in March 2025.

- **Finance Committee:** Trustee Bayer met with an individual from People's Bank. She stated that money is going to be transferred from existing account at Midland Bank into a new account at People's Bank to take advantage of a better interest rate. Square Pay account will remain at Midland Bank.
- **Survey Committee:** The Survey Committee members Lucson Edme, Ellie Rorabaugh, and Madonna Benoit met on November 13th to finalize interview questions. Trustee Benoit stated there were 16 members on staff to interview, and 6 staff members had completed the interview.

UNFINISHED BUSINESS:

- **After Hours Parking Lot Activities:** Trustees Bayer stated that she contacted the Village of Bradley regarding the new Village of Bradley Ordinance Regulating Public Camping within the Corporate Boundaries of the Village of Bradley and other Actions in Connection therewith. She stated that the Bradley Public Library is under the umbrella of the policy per the Village. Citizens in the neighborhood of the library should contact the Bradley Police Department of incidences occurring in the parking lot after hours.

NEW BUSINESS:

- **2025 Meeting Dates Resolution 24-01:** The regular meetings of the Board of Trustees of the Bradley Public Library District were presented for calendar year 2025. Motion was made by Trustee Benoit to approve and Trustee Hawkins seconded. Motion carried by roll call of 5 ayes, 0 nays, 2 absent.
- **Staff Bonuses:** Topic discussed and recommendation made to award staff members a \$100.00 bonus this year. Trustee Hawkins made a motion to approve and Trustee Rorabaugh seconded. Motion carried by roll call of 5 ayes, 0 nays, 2 absent.
- **December Meeting Cancellation:** Topic discussed and Trustee Rorabaugh made a motion to approve the cancellation of the December 2024 board meeting and Trustee Benoit seconded. Motion carried by roll call of 5 ayes, 0 nays, 2 absent.
- **FY2023-24 Audit:** Trustee Bayer distributed and informed Trustees that any questions regarding the audit could be answered by Director DePatis.

EXECUTIVE SESSION:

- **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees:** At 6:28 p.m. Trustee Edme made a motion to go into Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Trustee Hawkins seconded the motion and motion carried by unanimous vote. At 6:44 p.m. President Bayer declared Executive session concluded and meeting returned to open session.

COMMUNICATIONS/CORRESPONDENCE: None

ADJOURNMENT:

At 6:47 p.m. Trustee Hawkins made a motion to adjourn. Trustee Edme seconded and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, January 15, 2025 at 6:00 p.m.

Respectfully Submitted,

Madonna Benoit
Secretary

Marie Cowden
Recording Secretary