Weldon Library Board Minutes

September 19, 2023

The meeting was called to order by President Amanda Walters at 7:01 P.M. in the board meeting room of the Weldon Public Library.

The roll call was conducted by Secretary Sandra Sanders. Present were Christi Baker, Cherie Brittin, Carla Burton, Jered Shofner, Amanda Walters, and Susan Westray. Library Director, Lori Rich was also present.

Minutes were presented from the August 15, 2023, board meeting. There was a motion by Christi Baker, seconded by Susan Westray, to accept the minutes of the August meeting as corrected. The vote was unanimous, 7-0.

**TREASURER’S REPORT** was given by Christi Baker. The August beginning balance at First National was $4,329.03. Receipts for August were $59,634.17. The disbursements for the month were $37,612.14, including fund disbursements of $22,577.15 ending in a balance of $26,351.06 on August 31, 2023. Payroll for August was also reviewed. There was a motion by Susan Westray, seconded by Carla Burton, to accept the reports as corrected. The vote was 7-0.

**LIBRARIAN’S REPORT** was given by Lori Rich.

Lori reported there has not been anyone in attendance for Weekly Toddler Time.

The newly named Wednesday program, Wednesday Explorers, will begin on September 20th.

The first early dismissal of the year was September 6th. Attendance was thirteen adults and nineteen students.

A new program, Lego Club, will be held on Fridays, after school. This will begin on September 22nd.

Cloud Library Stats: August circulation for Illinois Heartland Library System totaled 30,495 items: 17,996 were eBooks, 12,499 were eAudiobooks. Pay-per-use eAudio totaled 1,526.

Petty cash funds received for August totaled $431.30; monies from fines, copies and faxes totaled $70.25. Receipts from candy, sodas and coffee equaled $276.05. Book Replacement fees were $35.00 and sale of microfiche machine was $50.00. Expenses were $16.50 for the month.

The Annual Financial Report has been filed with the County Treasurer.

The Bi-Monthly report is not complete yet. It will be presented next month.

Book Fair will be held December 4th through the 8th. Grandparents breakfast will be the morning of the 5th. The Library will close at 4 pm on December 7th to allow staff time to prepare for the school program that evening.

Lori reported two students completed volunteer hours at the Library by helping move items during our flooring install.

The Library had their request for disposal of records approved. Lori will investigate the most economical method for this.

Swift Current Energy will be at the October Village meeting. They will give an update on their plans. Lori noted that although the estimated completion date is not until 2026, the Library will need to account for the additional revenue in the prior years Levy and Budget and Appropriation (2025).

The 4H Extension office held a session on meal planning at the Village Hall before Peace meal. There were eleven people in attendance.

**OLD BUSINESS**

The Grand Reopening of the Library after the remodel was discussed. It will be in the form of an open house on Saturday, October 21st from 10 am to 3 pm. This will also meet the Community Meeting requirement for grant reporting due November 30th.

New Circulation Computer was discussed. Lori is going to work with our IT consultant to determine what will best meet our needs.

The new computer countertop was installed by Artemen’s. It is working well and is ADA compliant.

**NEW BUSINESS**

Levy Ordinance 23-05 was reviewed. A motion was made by Susan Westray, seconded by Christi Baker to adopt Levy Ordinance 23-05 as presented. The vote was unanimous, 7-0.

The following policies were reviewed:

Policy 1 – no changes recommended.

Policy 2 – no changes recommended.

Policy 3 – Change the price of a fax to $1.00 per page, maximum of $5.00 per fax.

Policy 4 – no changes recommended.

Policy 5 – no changes recommended.

Policy 6 – no changes recommended.

PLAW – Policy 10 – deferred until October meeting

Additional Security Cameras were installed by Tyler Yokley. The placement needed to be moved from the original plan to increase coverage area and the color does not match the new location. Lori is quite distraught over this. All four cameras were used. Tyler was paid $250.00 for the installation. Policy 26 was reviewed to ensure the new cameras were addressed. No changes were needed to the policy.

IGA LIMRiCC – this is the electronic system used for reporting risk management information. A motion was made by Susan Westray, seconded by Cherie Brittin to authorize President Amanda Walters and Secretary Sandra Sanders to sign the necessary documents to enroll Weldon Public Library District in this program. The vote was unanimous, 7-0.

The Inter Library Loan Traffic Report was submitted on September 11, 2023.

Lori stated there is a new grant opportunity. The LTC allows for a second grant for either $10,000 or $20,000 and must be for accessibility. She and Amanda plan to apply for this grant and would like the board members to come to the October meeting with ideas to make the Library more accessible. One suggested area is neurodivergent needs.

Christmas events: Santa and Mrs. Claus will visit the Library on December 2nd. The Board Christmas party will be on December 12th at 7:00 pm.

Suggested topics for new business: Shelving units for the new shed

Having no other business, a motion was made by Susan Westray, seconded by Amanda Walters to adjourn. The vote was 7-0.

The meeting was adjourned at 8:26 pm.

Respectfully submitted,

Sandra J. Sanders, Secretary