Weldon Library Board Minutes

January 16th, 2024

The meeting was called to order by Vice President Jered Shofner at 7:02 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, and Susan Westray. Library Director, Lori Rich was also present. Absent was Amanda Walters.

Minutes were presented from the November 21, 2023, board meeting. There was a motion by Susan Westray, seconded by Christi Baker, to accept the minutes of the November meeting as corrected. The vote was unanimous, 6-0.

**TREASURER’S REPORT** was given by Christi Baker. The November beginning balance at First National was $37,848.33. Receipts for November were $7,861.89. The disbursements for the month were $9,661.84 ending in a balance of $36,048.38 on November 30, 2023. The December beginning balance at First National was $36,048.38. Receipts for December were $3,942.30. The disbursements for the month were $8,865.26 ending in a balance of $31,125.42 on December 31, 2023.Payroll for October was also reviewed. There was a motion by Cherie Brittin, seconded by Susan Westray, to accept the reports as submitted. The vote was 6-0.

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

**Weekly Wednesday Explorers**

11/29 ~ A 8 C 12

12/13 ~ A 13 C 19

1/10 ~ A 14 C 16

**Early Dismissal Day**

12/6 ~ A 21 C 38 (Ellie the Elf aka Sally the Clown)

Next Early Dismissal is February 7th

**Lego Friday**

12/1 ~ A 13 C 18

12/8 ~ A 10 C 13

12/15 ~ A 11 C 17

1/5 ~ A 10 C 13

1/ 12 ~ A 10 C 13

**Chess Tuesday**

First Program 1/16 Ben Steele from Extension will be at the library every-other Tuesday, Tim Sanders will help with programs on the other Tuesday’s starting in February, through the end of the school year. A 4 C 5

**PreK visit to School**

12/1 ~ A 3 C 17 Christmas/Santa Books

1/5 ~ A3 C 17 Hibernation Books

February 2nd the Preschool class will visit the Library

**MSBC**

11/29 ~ A 3 C 14 “Dry” by Neal Shusterman

12/13 ~ A 2 C 14 “No Exit” by Taylor Adams

1/10 ~ A 2 C 15 “Trash” by Any

**Santa Visit**

12/2 ~ A 61 C 62

**Book Fair Summary** HANDOUT, Reviewed.

**Nov. & Dec. Cloud Library Stats**

Circulated November 1-30 16,120 e-books; 11,377 audiobooks Pay-per-use audio 1,468

Circulated December 1-31 16,098 e-books; 11,077 audiobooks Pay-per-use audio 1,487

**Nov. & Dec. funds deposited**

**November** - Fine, copy, fax: $24.05 Candy, soda, coffee: $41.**85 = $65.90**

Book replacement: $30.00 + $10.00 + $25.00 = **$65.00**

DW contribution for Family Reading Night: **$38.94**

Patron Donation: C. Followell $10.00 + R&P Schlieper $250.00 = **$260.00**

**TOTAL - $429.84**

**December** - Fine, copy, fax: $16.35 Candy, soda, coffee: $57.00

Patron donation: R&C Senkpiel $100.00

**TOTAL - $173.35**

**Bi-Monthly Report** HANDOUT, Reviewed

**February Book Club** Suggestion by patron…Books are requested!

**Possible Programs with Warner Hospital** HANDOUT

**Adult Extension Programs**  Meeting with Tammy Buse on 1/25 to discuss and schedule

**Per Capita Grant application submitted** NOTED: email response from State Library on grant submission.

**LTC Access2 Grant Submitted** Grant written for neurodivergent patrons of all ages - $10,000 or $20,000. Requested ideas from Board.

**New Circulation Computer Expenditures**

DELL Inspiron Touch screen all-in-one desktop 13th GEN Intel Core i7 – 16 GB Memory – GPU MX550 – 1 TB SSD – White $999.99

Cyberpower – 950 VA Battery Back-up System $88.99

Microsoft Office Home & Student 2021 (1 device) $149.99

**$ Saved in FY 2023** HANDOUT - Reviewed

**Plaque to Strawn French in Honor of Mother Joan Trenchard French** Email response from family

**Triad Shred Event –** Cost $76.00

**OLD BUSINESS**

None

**NEW BUSINESS**

Teen Volunteer Release Form – Library will have a student volunteer starting soon. A release form was presented to the Board for review. A motion was made by Sandra Sanders, seconded by Susan Westray to adopt the form and add it to our employee policy. The vote was 6-0.

Lawncare proposal for Fiscal Year 2024 has been received from FS Custom Turf. A motion was made to approve acceptance of the contract by Christi Baker, seconded by Susan Westray. The vote was 6-0.

Statement of Economic Interests were distributed by Lori Rich and completed by all members present and returned to Lori for filing with the County Clerk. Lori noted that Amanda Walters had already completed and returned hers to Lori.

The following policies were reviewed:

 Policy 20 – no changes recommended.

 Policy 21 – no changes recommended.

 Policy 22 – no changes recommended.

 Policy 23 – no changes recommended.

 Policy 24 – no changes recommended.

 Policy 25 – no changes recommended.

Marketing & Communication Plan. A committee was formed to develop a marketing and communication plan to present to the Board. The committee members are Amanda Walters, Cheri Brittin and Jered Shofner.

The Library has been awarded a Bayer Foundation Grant from the Matching Hours Fund in the amount of $250.00 for hours submitted by Sandra Sanders.

Bayer Fund Grant – The Library received an invitation to apply for this grant again this year.

Illinois Prairie Community Foundation Grant – Amanda is going to assist in writing a grant.

**SUGGESTED TOPICS FOR NEW BUSINESS**

Library Director Succession Plan

Merit Raise/Bonus for Library Director

Having no other business, a motion was made by Susan Westray, seconded by Cherie Brittin to adjourn. The vote was 6-0.

The meeting was adjourned at 8:25 pm.

Respectfully submitted,

Sandra J. Sanders, Secretary