

Library Board Meeting
October 14, 2025
7:00 pm

Present: Kelli McQueen, Becci Powers, Director Christine Cunningham, David Steckel, Joe Rice, and Casey Phillips

Absent: Marci Heiser

Visitors: Cindy Happ with Friends of the Library

Call to Order: David called the meeting to order at 7:05pm

Friends of the Library Report: Cindy Happ with the Friends reported that the winners of the bookmark contest have been announced and the bookmarks will be printed and ready to give out later this month. They are in the planning stages of their annual Tea Party fundraiser and are thinking of holding it possibly in early spring as they confirm their guest speaker's schedule.

Secretary's Report: Joe moved to approve September's meeting minutes as submitted by Casey and Becci seconded with a motion passing unanimously.

Treasurer's Report: We are 5 months through the budget year and September closed out with account balances totaling \$122,141.86 with a net loss of \$970.50.

Budget Report: We have spent just under 34% of the budget for this fiscal year. We have now received about 55% of our estimated working/predictable income for this year.

Income: September's bulk of the income came from over \$800 received from CD interest earnings and \$300 in membership fees. Total income for the month was \$1,348.65 with Year to Date Income less expenses total decreasing to \$11,638.89.

Bills: Casey moved to approve Visa Debit charges totaling \$240.31 from Amazon and Thrift Books. Becci seconded and the motion passed unanimously.

Becci motioned to approve payment to Baker & Taylor for \$58.11. Kelli seconded and the motion passed unanimously.

Other Bills to Note: IL Dept. of Revenue for \$108.77

Librarian's Report: See report for further details. We have an encyclopedia collection that needs a new home or can be used for an artistic endeavor. Christine would like to get those books moved out soon if anyone has any suggestions.

Old Business

RIFF Kickoff: Set for Wednesday Oct. 22 and we can use a few volunteers for Tuesday evening prior to set up and that Wednesday morning to help distribute.

Winter Holiday Closures & Compensation: The library will be closed Christmas Eve Day along with New Year's Day.

New Business

Bank Signatures: Need to add David to the signature card at Prospect Bank

Per Capita: Due Jan 30, we are to look through the electronic copy and plan to review Serving Our Public, chapters 1-6 at November's meeting.

Information Literacy Month: We discussed looking into providing education about detecting AI and how to decipher fact vs fiction online.

Discuss New Book Supplier: Baker and Taylor is going out of business this month and Christine has moved her October order over to Amazon. Ingram is overwhelmed with new accounts and it might be a while before we can get quotes from them. We also discussed how Baker and Taylor is the parent company over Boundless, which is our E-reader resource, and we may lose them too. She is looking into replacements.

Plan Charitable Giving: We discussed the need to send out a request letter to the community for donations since we're due for a mailing. We will work on a postcard layout with Christine.

Appoint a Committee for Employee Evaluations: Marci & Kelly agreed to head this.

Plan Family Reading Night: Scheduled for Friday, Nov. 20 and are thinking about themes for a fun program that evening.

Adjourn: Joe moved to adjourn the meeting at 8:14pm, and Kelly seconded with motion passing unanimously.

Next scheduled monthly meeting: Tuesday, Nov. 11, 2025 @ 7:00pm

Minutes submitted by: Casey Phillips, Secretary