

Library Board Meeting

May 13, 2025

7:00 pm

Present: Marci Heiser, Becci Powers, Director Christine Cunningham, David Steckel, Chantelle Thompson, Joe Rice, and Casey Phillips

Absent: none

Visitors: none

Call to Order: Chantelle Thompson called the meeting to order at 7:09pm

Public Comment: none

Friends of the Library Report: Cindy was not present tonight for an update.

Secretary's Report: David moved to approve April's meeting minutes and Joe seconded with motion passing unanimously.

Treasurer's Report: We are 12 months through the budget year with receiving just under 94% of our estimated working/predictable income for this year. We ended the budget year having spent just 92% of the projected budget after we moved some of the remaining funds over to necessary expenditures and ended the year with an income of \$964.27 after expenses.

Budget Report: April closed out at \$110,502.97 with a loss of \$3,307.00 and we've spent 82% of the budget.

Income: Year to date income less expenses is \$964.27 out of the total received income of \$41,535.74 for the 2024-2025 budget year.

Bills: Joe moved to approve Visa Debit charges totaling \$117.79 from Amazon and Barnes & Noble. Marci seconded with the motion passing unanimously. Casey motioned to approve payment to Baker & Taylor for \$208.96, Becci seconded and motion passed unanimously.

Other Bills to Note: IL Dept. of Revenue \$104.73, IL Dept. of Employment Security \$49.72, US Treasury \$1,396.73, Puzey & Wright \$285.00, and GoDaddy \$174.04

Librarian's Report: See report for details.

Old Business

Secretary Audit Committee: David and Joe will look over the minutes binder after tonight's meeting to finalize the 2024-2025 collection of meetings.

Use of Space Agreement: A copy was handed to each of the trustees and emailed so

that we can continue to review and add notes so that we can address any changes and concerns at the next monthly meeting.

Summer Reading: Homer Lake will be doing a 1 day summer reading event and Historical Toys & Games is the subject for the Level-Up Program. Christine needs help with prepping activities and setting up stations for the Tuesday afternoon meetings.

School Liaison for Next School Year: Christine is on a volunteer committee she feels may help build a stronger relationship with the school district as she creates more library awareness within the community.

New Business

PPRT: We sent a letter to request a meeting with the Village to discuss next steps for the reimbursement of the levied taxes.

Non-Member/Non-Resident Fee for Fiscal Year: Christine checked the formula and confirmed the fee is equal to or greater than what the residents are paying in taxes. Becci moved to keep the fee at \$45 for this budget year. Joe seconded and the motion passed unanimously.

IPLAR: This is due end of June and Christine is gathering the data needed to work on it.

Annual Report to the Mayor: We have a new mayor, and Christine and Chantelle will work on the wording of the report that will be sent to him.

Every Door Direct Mailing (survey/promo): tabled

Adjourn: Joe moved to adjourn the meeting at 7:49pm, Becci seconded with motion passing unanimously.

Next scheduled monthly meeting: Tuesday, June 10, 2025 @ 7:00pm

Minutes submitted by: Casey Phillips, Secretary