

**Crab Orchard Public Library
Board of Trustees
Regular Meeting
July 18, 2023**

Call to Order: President Bonnie Kucharski called to the Board of Trustees Regular Meeting to order at 6:01pm. Trustees present: Bonnie Kucharski, Susan Rolf, Anita Biver, Jennifer Galloway & Maria Brown. Library Director, Erin Steinsultz, was present.

Public Comment: No public comment

Disposition of Minutes from Previous Meeting: Rolf made a motion to approve the March 2023 minutes. Brown seconded. Motion carried.

Communications: Cards were received from various library districts to celebrate Crab Orchard Library's 40th year.

Report of the Director: No additions were made to the Director's submitted report.

Financial Report: The financial report was approved and is ready to submit for audit.

Payment of Bills:

Invoice		Dollar Amount
Visa Credit Card	Books/Van Main/Postage/Subscription/Supplies	\$ 448.51
Amazon	Prime Mem/Books/Supplies	\$ 502.96
Travelers Ins.	Work Comp/Liability Ins.	\$ 1,927.50
IL Heartland Library Sys	Cloud Library Subscription	\$ 450.00
Snider McCree CPA	Monthly Service	\$ 305.00
Hoopla	Digital Materials	\$ 535.37
Lazerware	June Lease & Maintenance	\$ 552.98
AJD Consulting	e Rate Services	\$ 666.07

Rolf made a motion to approve all payments. Brown seconded. Motion carried

Unfinished Business:

- a) Programming: Summer Reading Program is wrapping up.
 - The library district will be celebrating their 40th year with a celebration and cake raffle
- b) Bookmobile Update: See submitted report
 - Discussion were made of changing book mobile times and places to appeal to bigger audience
- c) Policy Manual Revisions
 - Homebound delivery policy to be reviewed

New Business

a) Library building repairs

- Pavilion water issues seem to have been resolved. Contractor cut extra joints in concrete pad
- Section of roofing was blown off of pergola (A contractor was contacted to look at damage)

b) Directors Goals:

- Goal 1 Accepted
- Goal 2 Create survey for strategic planning process
- Goal 3 Expand and develop promotional opportunities for the library

c) Library Banking

- Board discussed moving the library account to SIU Credit Union
- Board decided on opening an account for the library at SIU Credit Union
 - Rolf made a motion to open the account at SIU credit union. Brown Seconded. Motion carried.
- Rolf made a motion to give Erin Steinsultz permission to write a cashier's check for \$600.00 to open an account at the SIU credit union. Brown Seconded. Motion carried.

d) The 50 IL CS70/Decennial Committee meeting was held. The next Decennial Committee meeting will be by Aug. 15th

e) The paid leave for worker's act will be reviewed at the next board meeting (Aug)

f) Review of Closed Session Meeting Minutes: Biver made a motion to keep minutes closed. Brown seconded. Motion passed.

g) Twice annual review of minutes: Rolf made a motion to accept. Brown seconded. Motion passed.

Closed Session: No closed session

Adjournment: Brown made a motion to adjourn at 8:01 pm. Rolf seconded. Motion carried.