

**Crab Orchard Public Library
Board of Trustees
Regular Meeting
August 20, 2024**

Call to Order: President Bonnie Kucharski called the Board of Trustees Regular Meeting to order at 6:06 p.m. Trustees present were Kucharski, Amanda Barker, Maria Brown, Jennifer Galloway, Susan Rolf, and Fran Wachter. Director Erin Steinsultz was also in attendance.

Public Comment: There were no public comments.

Disposition of Minutes from Previous Meeting: Barker made a motion to approve the July 2024 minutes. Rolf seconded. Motion carried.

Communications: The library received a card of congratulations from the White House for the Crab Orchard Library District's 40th anniversary.

Report of the Director: In addition to the Director's written report, the library will not be participating in the Creal Springs Wonder Water parade this year.

Financial Report: The financial report was reviewed and submitted for audit.

Payment of Bills:

Invoice for July 2024	Dollar Amount
Visa: Supplies, Van Maintenance & Subscriptions	\$801.72
Hoopla: Digital Materials for July	\$733.31
Lazerware: Leasing, Maintenance & Supplies	\$1065.95
Baker & Taylor: Adult & Children Books	\$1055.16
Amazon: Supplies, Books, DVSSs, & Supplies	\$651.54
Snider McCree: Monthly Services	\$400.00
AJD Consulting: eRate Services	\$443.08
IHLS: FY2025 OCLC Service Fee	\$987.27
IHLS: FY2025 SHARE Quarterly Member Fee	\$1037.98

Rolf made a motion to approve payment. Brown seconded. Motion carried.

Unfinished Business:

- a) Programming: Program Coordinator, Lindsay Willmore, submitted her written report. She is receiving training on the new cataloging and barcoding procedures.
- b) Bookmobile Update: The Outreach Librarian will be visiting Dippy Motsinger Memorial Park in Creal Springs and the Pittsburg City Hall with the Outreach van in August & September.
- c) Library fundraising: Tabled to September meeting.
- d) Staff member resignation and duties reassignment: The director will be creating a new job description for the Program Coordinator to include additional outreach duties.
- e) Board member resignation and replacement: President Kucharski swore in Luke Pond as Library Trustee, replacing the vacancy created by Micah Morrow's resignation.

New Business:

- a) April 2025 Consolidated Election Information: The Director distributed election packets to trustees.
- b) Budget and Appropriations Ordinance Draft: Trustees were given draft copies of the budget to review. The Budget Hearing will be at the September Board meeting.
- c) Annual Report (IPLAR) Review: The Director will be completing the report.
- d) Annual Report of Receipts and Disbursements: The Director will be completing the report.

Closed Session: No closed session was held.

Adjournment: Barker made the motion to adjourn at 7:45 p.m. Rolf seconded. Motion carried.