

**Crab Orchard Public Library
Board of Trustees
Levy Hearing & Regular Meeting
December 3, 2024**

Erin

Call to Order: President Bonnie Kucharski called the Board of Trustees Levy Hearing to order at 5:57 p.m. Trustees present were Kucharski, Amanda Barker, Maria Brown, Jennifer Galloway, Luke Pond, Susan Rolf, and Fran Wachter. Director Erin Steinsultz was also present.

Public Comment: There were no public comments.

Ordinance 2024-03, an ordinance establishing the library district's tax levy: Barker made a motion to approve Ordinance 2024-03. Galloway seconded. Roll Call vote produced a unanimous aye vote.

Adjournment: The Levy Hearing was closed at 5:59 p.m.

Call to Order: President Kucharski called the Board of Trustees Regular Meeting to order at 6:00 p.m.

Public Comment: There were no public comments.

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

Communications: None received.

Report of the Director: The new Money Market account has been opened at SIU Credit Union. The Director will share specifics of the account at the next board meeting.

Financial Report: The financial report was not available at this time.

Payment of Bills: None presented.

Unfinished Business:

- a) Programming: The Merry Little Library Santa event will be held outdoors, weather permitting. The December calendar of events was distributed.

- b) Bookmobile Update: A shift differential was discussed for the Bookmobile's school visits. A portable heater will also be purchased if outdoor outlets are available at the schools.
- c) Library fundraising: The Director recently participated in a webinar on this topic.
- d) Tax Disbursement Update: None received since last month's meeting.
- e) Per Capita Grant required reviews: The Director emailed the trustees the grant document. Input needs to be sent to the Director prior to the January 2025 board meeting.
- f) Hoopla Digital services: The Director contacted Hoopla and our daily limit parameters have been set. The Director will be sharing this addition to the Policy Manual next month.

New Business:

Other:

- **Lazerware Contract:** Pond made a motion for the library district to stay with Lazerware, our current tech provider. Brown seconded. Motion carried.
- **Storage:** The storage shed will be emptied of all unusable and extra shelving parts by the Crab Orchard High School welding class. The December rent will conclude this rental commitment.
- **Budgeting:** For fiscal planning purposes, a 12 month budget versus a 15 month budget was discussed.
- **Payroll:** Rolf made a motion to increase employee payroll to meet the 2025 Illinois Minimum Wage requirements. Brown seconded. Motion passed.
- **Facebook Ads:** Maddison Truit will be working on designing FB ads for the library's Facebook page.

Closed Session: No closed session was held.

Adjournment: Barker made the motion to adjourn at 6:43 p.m. Brown seconded. Motion carried.