

**Crab Orchard Public Library  
Board of Trustees  
Regular Meeting  
April 15, 2025**

**Call to Order:** President Bonnie Kucharski called the Board of Trustees Regular Meeting to order at 6:05 p.m. Trustees present were Kucharski, Carolyn Hoffman, Tiffany Huff, Luke Pond, Susan Rolf, and Fran Wachter. Jennifer Galloway was absent. Director Samantha Ralston was also in attendance.

**Public Comment:** No public comment.

**Disposition of Minutes from Previous Meeting:** Rolf made a motion to approve the March 2025 minutes. Huff seconded. Motion carried.

**Communications:** No communications were presented.

**Report of the Director:** Library Days and Dates to Remember from the Illinois State Library was distributed. This topic will be a line item on future agendas. Trends and protocols for the library's data collection were discussed.

**Financial Report:** The financial report was approved and will be submitted for audit.

**Payment of Bills:**

<u>Invoice</u>	<u>Dollar Amount</u>
Baker & Taylor: Books	\$401.11
Lazerware: New Lease on Computers	\$556.00
Hoopla: Digital Materials	\$711.05

Hoffman made a motion to approve payment. Huff seconded. Motion carried.

### **Unfinished Business:**

- a) Programming/Summer Reading: The start date of the Summer Reading Program is June 5.
- b) Fundraising Effort: Tabled until the May Board meeting.
- c) Process of Bill Payment: The Finance Committee will be meeting to discuss this topic and option ideas to present to the board.

### **New Business:**

- a) Bylaw Amendment: Hoffman made a motion to amend Article 3 Section 1 of the Crab Orchard Public Library District Bylaws to correspond with the days and dates of the Illinois State Library. Rolf seconded. Motion carried.
- b) Other:

Maddie Truitt's last day of employment will be May 9, 2025. A farewell celebration will be held in the library.

Book Ordering Protocol: Only the Director will now have the authority to order new books.

Building Maintenance Issues: The Director will be following up on several building concerns and needed repairs as well as reviewing the Library's current Heating & Cooling contract.

The Director will be determining what personnel/staff replacement is required to best support the operation of the library.

An introduction of Director Samantha Ralston will be posted on the library's Facebook page welcoming her to the community.

**Adjournment:** Pond made the motion to adjourn at 7:31 p.m. Huff seconded. Motion carried.