

**Crab Orchard Public Library
Board of Trustees
Regular Meeting
May 20, 2025**

Call to Order: Trustee Luke Pond called the Crab Orchard Library meeting to order at 6:00 p.m. Trustees present were Pond, Jennifer Galloway, Carolyn Hoffman, Tiffany Huff, and Fran Wachter. Director Samantha Ralston was also in attendance. Bonnie Kucharski and Susan Rolf were absent.

Public Comment: No public comment.

Approval of previous meeting minutes: Galloway made a motion to approve the April 2025 minutes. Huff seconded. Motion carried.

Communications: No communications were presented.

Director's Report: The Director submitted her monthly report. Additionally, she personally met with the library's accountant and hired Mia Waters as Program Coordinator. Necessary updates to the Bylaws will be upcoming. The 2025-26 tentative budget will be presented to the board at the June meeting.

Financial Report: The financial report was approved and will be submitted for audit. The Director will be cancelling unnecessary accounting subscriptions that were suggested by the accountant.

Payment of Bills:

<u>Invoice</u>	<u>Dollar Amount</u>
Lazerware: Maintenance & Lease	\$315.32
Snider McCree: Accounting	\$400.00
Hoopla: Digital Materials	\$711.05

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

Review Days and Dates Packet: The Director highlighted upcoming deadlines for requirements set by the Illinois State Library.

Unfinished Business:

a. Programming/Summer Reading: Galloway Construction, Baltzell Plumbing, and Aisin Corporation have made monetary donations for the Summer Reading Program. The Kickoff is June 5th, 11:00 a.m.- 2:00 p.m.

- b. Outreach Van Update: A schedule with consistent dates has begun for the van to visit both Pittsburg City Hall and Dippy Motsinger Park in Creal Springs throughout the summer.
- c. Fundraising Effort: Tabled until the June meeting. The next Friends of the Library meeting is June 10 at 1:00 p.m.
- d. Process of payment of bills: Ideas were shared and discussion will continue on this topic at the June meeting.

New Business:

- a. Appointment of Vice President: Galloway made the motion to elect Carolyn Hoffman as Vice President. Huff seconded. All members present voted aye. Motion carried.
- b. Crab Orchard Methodist Church Building Proposal: Hoffman presented an update and details in regards to the possible acquisition of the property by COPLD. The Director will be making arrangements for the board to tour the building in the near future.
- c. Other: Pond spoke to the SIU Credit Union regarding online banking. The former director is still listed on the account and warrants removal.

Closed Session: No closed session was held.

Adjournment: Galloway made a motion to adjourn at 7:15 p.m. Hoffman seconded. Motion carried.