

Bradley Public Library
Board of Trustees
Regular Meeting – May 15, 2024
Francis Wertz Conference Room

President Bayer called the meeting to order at 6:02 p.m. and appointed Trustee Edme as acting chair and herself as Recording Secretary.

Trustees Present: Nick Allen, Karen Bayer, Madonna Benoit, Lucson Edme, Brandon Hawkins, Liz LaMore, Ellie Rorabaugh

Trustees Absent: None

Also Present: Jodie DePatis, Director, Kelly Molohon with Lucas and Emmalyn, and Jessica Edme with Lilliana and Alaina

APPROVAL OF MINUTES:

Trustee Allen made a motion to accept the minutes of the April 17, 2024 Regular Board meeting and Trustee Rorabaugh seconded. The motion carried by unanimous vote.

Trustee Allen made a motion to accept the minutes of the April 17, 2024 Executive Session and Trustee Rorabaugh seconded. The motion carried by unanimous vote.

PUBLIC COMMENT: Kelly Molohon, a frequent library visitor commented that she was not happy with our summer reading program in 2022. She stated that she loved the summer reading program in 2023, but was concerned that this summer's program would not be as wonderful as last year's. She mentioned that Miss Cassidy would be missed. The Board commented that the parking lot party is being planned and that summer reading programming was in the planning stage.

FINANCIAL REPORT AND APPROVAL OF VENDOR PAYMENTS:

Trustee Bayer made a motion to accept the Treasurer's Report as submitted and to accept Vendor Payments in the amount of \$53,094.56 for the month of April 2024. Trustee Edme seconded the motion. Motion carried by roll call of 7 ayes, 0 nays, 0 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** Summer lunches through the Northern Illinois Food Bank will run 11:30am-1pm, Monday-Thursday from June 3 through August 9. The summer food pantries are scheduled from 5-6:30pm on June 12, July 24, and August 15. Registration for the summer reading programs, A Universe of Stories, begins May 20. We have received a donation of \$1,000 again this year from the Dow Corporation. Christina Loraine has created a NASA themed library logo for use with the summer reading program. Karen Bayer and Jodie DePatis are planning the Parking Lot Party for Friday, June 14 from 6-8 pm. There will be a bounce house, inflatable obstacle course, hotdogs, sno cones, kids games, face painting, and more.
- **Technology:** Expired patrons were purged from the PrairieCat database. This year there were only 360 patrons deleted, down from 687 last year which indicates the renewal reminder postcards are working. We will be upgrading our hotspots to 5G service which is significantly faster than our current hotspots.
- **Continuing Education:** Director DePatis attended the PrairieCat Delegates meeting in Peru on April 24. Access Services Coordinator Marie Cowden attended a Laconi workshop on Trends in Acquisitions on May 3. Information Services Coordinator Christina Loraine attended an all-day Laconi workshop on Mental Health 1st Aid on April 29 and completed a 3-session strategic planning workshop series

through RAILS and Fast Forward Libraries. DePatis, Cowden, Loraine, and Youth Services Assistant Dee Vent attended the day long Reaching Forward North Conference in Rosemont on May 10. Each attendee went to 4 sessions on topics ranging from AI to youth services kits to makerspaces.

- **Grants:** A budget amendment request has been submitted for the FY2024 Project Next Generation Grant. The request is to reduce the salaries line item for teen ambassadors and increase the materials line item. The Ross Stores fundraiser netted \$1,131.17 this year to be spent on programs, services, or materials for youth services.
- **Building:** The annual fire sprinkler inspection was completed by MATCO on May 9. Langlois Roofing completed an inspection of the roof on April 22. There were no deficiencies, and the estimated life span of the roof is 10 years.
- **Personnel:** We are currently interviewing for a PT Circulation Clerk. Youth Services position review of department needs is underway. All of the manager's reviews have been completed.
- **Legal:** The PTELL worksheet detailing the results of our FY2024-25 levy request was signed and returned to the Kankakee County Clerk. The HR Source membership was renewed.

COMMITTEE REPORTS:

- **Friends of the Library:** Trustee Bayer updated Trustees on the following financial figures for the Friends Group:

Balance Forward:	\$303.02
Book Sale Cash:	\$1442.00
Book Sale Credit:	\$232.00
Donation Jar:	\$14.00
Friends Membership Renewals	\$75.00
Total for Book Sale:	\$1688.00
Total In Friends Account:	\$1834.02

Friends of the Library approved the following purchases for summer reading:

Parking Lot Party: \$785.00 (bounce house, obstacle course, sno-cone machine and materials, hot dogs, buns, chips, water) for 250 guests

Riding Stables Basket: \$160.00

Brookfield Zoo Family Pass: \$189.00

Remaining Balance \$700.02

UNFINISHED BUSINESS: None

NEW BUSINESS:

- **2023 Tax Computation Reports:** Director DePatis shared the 2023 Tax Computation Report.
- **Village of Bradley Proposed 315 TIF Feasibility Study:** Documents distributed and discussed.
- **Finance Committee set date for budget meeting:** June 25, 2024 at 4 p.m.
- **Personnel Committee set date for salary meeting:** June 20, 2024 at 2 p.m.

COMMUNICATIONS/CORRESPONDENCE: None

OTHER: The Village of Bradley cut down the trees at the end of the parking lot; they are to replant something there. Director DePatis suggested the type of bushes to be replanted in that location.

The defibrillator request is in process.

ADJOURNMENT:

At 6:55 p.m. Trustee Hawkins made a motion to adjourn. Trustee Allen seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, June 19, 2024 at 6:00 p.m.

Respectfully Submitted,

Lucson Edme
Acting Chair

Karen Bayer
Acting Recording Secretary