

**Bradley Public Library
Board of Trustees
Regular Meeting – July 17, 2024
Drassler Conference Room**

President Bayer called the meeting to order at 6:00 p.m.

Trustees Present: Nick Allen (Arrived 6:04), Karen Bayer, Madonna Benoit, Lucson Edme (Arrived 6:06), Brandon Hawkins, Liz LaMore, Ellie Rorabaugh (Arrived 6:25)

Also Present: Jodie DePatis, Director, Marie Cowden, Recording Secretary, Sarah Hartman, Children's Coordinator

APPROVAL OF MINUTES:

Trustee Hawkins made a motion to accept the minutes of the June 19, 2024 Regular Board meeting. Trustee Benoit seconded and the motion carried by unanimous vote.

Trustee Bayer made a motion to accept the minutes of the June 19, 2024 Executive Session. Trustee Hawkins seconded and the motion carried by unanimous vote.

PUBLIC COMMENT: None

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 \$66,837.35 for the month of June 2024. Trustee Benoit seconded and motion carried by roll call of 5 ayes, 0 nays, Ellie Rorabaugh 2 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** Summer reading programs continue through July 26. Programming numbers for youth programs are down over last year but adult programs have seen an increase in attendees. Both reading incentive program age groups have seen increases over last years numbers. Programming will be light in August as both departments get ready for fall programming. The next mobile pantry will be Wednesday, July 24 from 5-6:30pm with a 4:30pm set up. BPL will be participating in National Night Out on August 6.
- **Technology:** Ten new 5G hotspots are now in circulation. We are waiting on 2 older hotspots to be returned so they can be swapped out for the new ones. The OCLC contract for FY2024-25 was completed and returned to the Illinois State Library.
- **Grants:** The FY24 Project Next Generation 4th quarterly report was completed. Grant activities ended June 30 and the final report is due at the end of August.
- **Building:** We closed at 3:30pm on July due to a water main issue that was not expected to be resolved until 6pm at the earliest. One person was banned for 1 year due to being reported as unclothed in the men's room at the end of June.
- **Legal:** The Building & Maintenance Levy notice was published in The Daily Journal on July 26.
- **Personnel:** The PT Circulation Clerk position was posted and interviews are expected to begin next week.
- **Collections:** Two pickleball sets containing 2 pickleball paddles and outside balls each were added to the Library of Things collection. Karen Bayer assisted with weeding the teen non-fiction and audiobook collections. Hoopla monthly checkouts were reduced from 10 to 6 to help keep costs manageable.

COMMITTEE REPORTS:

- **Personnel Committee: Proposed FY2024-25 Salary Scale:** Director DePatis distributed and discussed. Trustee Allen made a motion to accept the proposed FY2024-25 salary scale. Trustee Edme seconded and motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **Finance Committee: Proposed FY2025-26 Budget:** Director DePatis distributed and discussed. Trustee Hawkins made a motion to accept the proposed FY2025-26 budget. Trustee LaMore seconded and motion carried by roll call of 6 ayes, 0 nays, 1 absent.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- **FOIA Policy Update:** Director DePatis informed Trustees that the FOIA policy update was an annual information update to the policy. Trustee LaMore made a motion to accept the FOIA policy update and Trustee Edme seconded. Motion carried by unanimous vote.
- **Approve Working Budget FY2024-25:** Director DePatis distributed and discussed. Trustee Benoit made a motion to accept the working budget for FY2024-25 and Trustee Allen seconded. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.
- **Door Counter Replacement:** Tabled until next meeting.
- **Set Finance Committee Meeting Date:** August 21, 2024 at 5:30 p.m.

EXECUTIVE SESSION:

- **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees:** At 6:22 p.m. Trustee LaMore made a motion to go into Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Trustee Hawkins seconded the motion and motion carried by unanimous vote. At 7:07 p.m. President Bayer declared Executive session concluded and meeting returned to open session.

COMMUNICATIONS/CORRESPONDENCE: None

ADJOURNMENT:

At 7:08 p.m. Trustee Edme made a motion to adjourn. Trustee Benoit seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, August 21, 2024 at 6:00 p.m.

Respectfully Submitted,

Madonna Benoit
Secretary

Marie Cowden
Recording Secretary