

**Bradley Public Library
Board of Trustees
Regular Meeting September 18, 2024
Drassler Conference Room**

President Bayer called the meeting to order at 6:02 p.m.

Trustees Present: Nick Allen (Arrived 6:33 p.m.), Karen Bayer, Madonna Benoit, Lucson Edme, Brandon Hawkins, Ellie Rorabaugh

Trustees Absent: Liz LaMore

Also Present: Jodie DePatis, Director, Marie Cowden, Recording Secretary, Sarah Hartman, Lori Gayton, Brenda Whittler

APPROVAL OF MINUTES:

Trustee Hawkins made a motion to accept the minutes of the August 21, 2024 Regular Board meeting. Trustee Benoit seconded and the motion carried by unanimous vote.

Trustee Hawkins made a motion to accept the minutes of the August 21, 2024 Executive Session. Trustee Benoit seconded and the motion carried by unanimous vote.

Trustee Hawkins made a motion to accept the minutes of the August 21, 2024 Public Hearing. Trustee Benoit seconded and the motion carried by unanimous vote.

PUBLIC COMMENT: The following people spoke: Sarah Hartman, Lori Gayton, and Brenda Whittler

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 \$38, 333.27 for the month of August 2024. Trustee Rorabaugh seconded and motion carried by roll call of 5 ayes, 0 nays, 2 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** The youth services Stuffie Sleepover on August 23rd was a success with 35 children bringing in stuffed animals for the program. Federal tax forms have been ordered. Fall youth programs are starting the end of September.
- **Grants:** The final FY24 Project Next Generation reports have been completed. Ordering has begun for the FY2025 Project Next Generation Grant and a partnership with the local University of Illinois Extension office is in place to assist with the cooking and hydroponics areas of the grant.
- **Building:** The parking lot sealcoating was postponed until October due to illness. The Drassler room thermostat is scheduled for replacement.
- **Legal:** IPLAR and ILLINET annual reports were completed. The proposed FY2025-26 levy was posted; FY2025-26 Budget and Appropriations Ordinance published in The Daily Journal; and the FY2025-26 Budget and Appropriations Ordinance and Building/Maintenance Levy filed with the Kankakee County Clerk.
- **Continuing Education:** Information Services Coordinator Christina Loraine attended a webinar on Project Outcome which is a free survey program developed by the Public Library Association. Director DePatis attended a PDF Accessibility webinar, Documentation is Communication webinar, webinar on the new Illinois Statewide databases, and an HR Source workshop on Employee Handbooks.

COMMITTEE REPORTS:

- **Friends of the Library:** Trustee Bayer stated that a Book Sale was being held on Friday, September 27, and Saturday, September 28th.

UNFINISHED BUSINESS:

- **Health Insurance Renewal:** Director DePatis informed Trustees that employees covered under the Blue Cross Blue Shield medical insurance plan could opt in and pay the difference between the cost of basic coverage and expanded coverage to obtain a larger network of providers.

NEW BUSINESS:

- **Approve FY2025-26 Levy Ordinance (24-03)** Trustee Hawkins made a motion to approve the FY2025-26 Levy Ordinance (24-03). Trustee Edme seconded and motion carried by roll call of 5 ayes, 0 nays, 2 absent.
- **FY2023-24 Annual Report Review:** Director DePatis presented the report and noted the comparison of number of visitors, circulation statistics, and programs from the previous year (FY2022-23).
- **After Hours Parking Lot Activities:** A neighborhood resident expressed her concerns regarding after hour activities in the library parking lot. Director DePatis stated she had viewed camera recordings facing the front area of the library and saw a few people in the front area; however, they didn't stay long. The neighborhood resident was informed to call the Bradley Police Department and to notify the library if she saw people camping out overnight or if people were doing things that warranted their removal from Library property.
- **Stay Interview:** President Bayer stated a committee is being formed to formulate interview questions to ask current staff what they value about their job and what could be improved.
- **Defibrillator:** Trustee Allen stated he didn't have an update on the timeline for when the library would be receiving a defibrillator as the grant with the Village has not been finalized.
- **Trustee Education Serving Our Public 4.0:** President Bayer informed Trustees of completing the annual Trustee Education Serving Our Public 4.0 this Fall.
- **Finance Committee Meeting Date:** Meeting set for Wednesday, October 2nd at 5:15p.m.

EXECUTIVE SESSION:

- **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees:** At 6:45 p.m. Trustee Allen 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 Edme seconded the motion and motion carried by unanimous vote. At 7:08 p.m. President Bayer declared Executive session concluded and meeting returned to open session.

COMMUNICATIONS/CORRESPONDENCE: None

OTHER: The program used to be create nametags for staff will be updated.

ADJOURNMENT:

At 7:17 p.m. Trustee Rorabaugh made a motion to adjourn. Trustee Hawkins seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, October 16, 2024 at 6:00 p.m.

Respectfully Submitted,

Madonna Benoit
Secretary

Marie Cowden
Recording Secretary