

**Bradley Public Library
Board of Trustees
Regular Meeting October 16, 2024
Drassler Conference Room**

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

Trustees Present: Nick Allen (Arrived 6:25 p.m.), Karen Bayer, Madonna Benoit, Lucson Edme (Arrived 6:12 p.m.), Brandon Hawkins, Ellie Rorabaugh

Trustees Absent: Liz LaMore

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

APPROVAL OF MINUTES:

Trustee Hawkins made a motion to accept the minutes of the September 18, 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 September 18, 2024 Executive Session. Trustee Benoit seconded and the motion carried by unanimous vote.

PUBLIC COMMENT: The following people spoke: Sarah Hartman, Lori Gayton, Allison Orvis, 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 \$36,387.77 for the month of September 2024. Trustee Hawkins seconded and motion carried by roll call of 4 ayes, 0 nays, 3 absent.

DIRECTOR'S REPORT:

(Statistical Reports Attached)

Director DePatis stated the following:

- **Programs:** Adult programs began the beginning of September with youth pre-K programs starting the end of September and school age programs starting the beginning of October. The Winter and Spring Mobile pantries have been set for December 17 and March 25 from 5-6:30pm. Library information has been updated in the Path 988/211 database. Nametags have been updated. The library plans to participate in Mahomet Public Library's Benchmarking study with 5 other similar libraries through the Gies College of Business at the University of Illinois.
- **Grants:** The first quarterly report for the FY2025 Project Next Generation Grant has been completed. The cooking and CSI programs have begun and the hydroponics are ready to start.
- **Building:** The parking lot sealcoating was postponed until October due to illness. The Drassler room thermostat has been replaced by Precision Piping. The parking lot was sealed and striped the weekend of October 12 by Brock's Sealcoating.
- **Legal:** The FY2025-26 levy was filed with the Kankakee County Clerk. The FY2023-24 audit fieldwork was completed September 19, and the audit draft is in review.
- **Continuing Education:** Information Services Coordinator Christina Loraine and assistant Kindra Morrison attended the ILA annual conference in Peoria. Both came back excited with new ideas. Access Services Coordinator Marie Cowden and assistant Deb Boersma attended online workshops for the PUG (PrairieCat Users Group) Day annual workshop days. Director DePatis finished a Makerspace Magic class through the University of Wisconsin iSchool continuing education program.

COMMITTEE REPORTS:

- **Friends of the Library:** Trustee Bayer stated the profits from the September 27th & 28th book sale:
\$ 921.65 Cash Payments
197.25 Credit Payments
\$1,118.90 Total

Trustee Bayer stated that three display cases were purchased for Lego creations. \$300 was being allocated to purchase cookies and a craft for Santa's visit on December 14th and for cookies/refreshments for Strings in the Stacks on December 13th. She also stated that she applied to Meijer for a gift card to help with the expenses.

- **Finance Committee: Set Meeting Date:** Monday, November 11th at 5 p.m.

UNFINISHED BUSINESS:

- **Trustee Education Serving Our Public 4.0:** Trustee Bayer distributed and discussed.
- **After Hours Parking Lot Activities:** Trustees were presented with a new Village of Bradley Ordinance Regulating Public Camping within the Corporate Boundaries of Village of Bradley and other Actions in Connection therewith. Trustee Bayer stated she would contact the Village of Bradley to clarify the Ordinance regulation for Bradley Public Library.
- **Stay Interview:** Trustee Bayer stated a committee needed to be established to conduct stay interviews to current employees. Madonna Benoit, Lucson Edme, and Ellie Rorabaugh volunteered and will meet on Thursday, November 7th at 4:15 p.m. to discuss ideas.
- **Defibrillator:** Trustee Allen stated he will follow up with the Village of Bradley on the status of getting the defibrillator.

NEW BUSINESS: None

EXECUTIVE SESSION:

- **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees:** At 6:35 p.m. Trustee Rorabaugh 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 Benoit seconded the motion and motion carried by unanimous vote. At 6:50 p.m. President Bayer declared Executive session concluded and meeting returned to open session.

COMMUNICATIONS/CORRESPONDENCE: None

OTHER: Director DePatis presented the new nametags staff will be wearing.

ADJOURNMENT:

At 6:51 p.m. Trustee Rorabaugh made a motion to adjourn. Trustee Edme seconded and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, November 20, 2024 at 6:00 p.m.

Respectfully Submitted,

Madonna Benoit
Secretary

Marie Cowden
Recording Secretary