Bradford Public Library District

Board Meeting Minutes

Date July 15, 2024

**Call to Order**: Dave Atteberry called the meeting to order at 6:00 pm.

**Present**: Dave Attebery, Barb Fehr, Jim Owens, Hollie Scott, Mary Robbins, Reva Young. Nicholas Poignant, Youth Services Librarian. Sarah Boehm, Director. Absent: Tish Leeper

**Minutes:**

A motion was made by Reva Young to approve the May 20, 2024 minutes as corrected. Mary Robbins seconded. Motion carried.

**Treasurers Report:**

Barb Fehr presented the Treasurers Report ending June 30, 2024.

**Monthly Bills:**

A motion was made by Hollie Scott for the approval of bills paid for May 2024. Mary Robbins seconded. Motion carried.

A motion was made by Hollie Scott to pay the June 2024 bills. Mary Robbins seconded. Motion carried.

**Circulation Statistics:**

The circulation statistics for the months of May and June 2024 were reviewed.

**Additions to the Agenda:**

none

**Director’s Report: See attached**

**Youth Services Librarian Report: See attached**

**Comments and Questions of the Board:**

none

.

**Unfinished Business:**

1. The board discussed the HR Committee. Dave Atteberry will head up this committee which will meet in May and July before the board meeting.

**New Business**:

1. Meeting Dates Ordinance 24-02 was reviewed. Barb Fehr moved to approve this ordinance. Jim Owens seconded. Motion carried.
2. Building Maintenance Tax Ordinance 24-02 was reviewed. Jim Owens moved to approve this ordinance. Reva Young seconded. Motion carried.
3. Barb Fehr presented the budget for fiscal year 2024/2025. Discussion followed.
4. Sarah Boehm presented the board with Nicholas Poignant’s annual review.
5. The board determined that Hollie Scott will remain as secretary of the board, however Director, Sarah Boehm will take and prepare the minutes.
6. The Illinois Library Association Conference will be held in Peoria in the fall. Next month Sarah Boehm will present the board with the schedule and fees for the conference. It is her hope that both she and Nicholas can attend at least part of the conference as well as some of the trustees.
7. Sarah presented the board with a list of projects completed since 2007. Projects on and for the physical building. We are fortunate to have the means to keep our building in good working condition.
8. Sarah reminded the board that our 100th Anniversary Open house is Tuesday, July 30, 2024 from 4 – 7 pm.

Dave Atteberry moved that the board adjourn to Executive Session at 7 p.m. Barb Fehr seconded. Voice vote: Jim Owens, aye. Hollie Scott, aye. Mary Robbins, aye. Reva Young, aye. Barb Fehr, aye. Dave Atteberry, aye.

At 7:30 pm Barb Fehr moved to return to regular session. Hollie Scott seconded. Voice vote: Jim Owens, aye. Hollie Scott, aye. Mary Robbins, aye. Reva Young, aye. Barb Fehr, aye. Dave Atteberry, aye.

Upon returning to regular session Dave Atteberry stated that both Sarah Boehm and Nicholas Poignant will receive raises.

At 7:40 p.m. Jim Owens moved to adjourn. Reva Young seconded. Motion carried.

Respectfully submitted

Sarah Boehm

Director