

**Brighton Memorial Library District
Board of Trustees
Minutes from June 13, 2019**

Roll Call & Pledge: The monthly meeting was called to order at 6:33 p.m. by Board President Carolyn Kelly at the Brighton Memorial Library District. Board members present were Meridel Buscher, Linda Cox, Chris Dunlap, Jacinda Dunlap, Elizabeth Harper, Carolyn Kelly and Sheila Wilkie. Library Director Holly Hasquin was also present.

Recognition of visitors: None

Approval of Minutes: A motion to approve the May 9, 2019 meeting minutes was made by Meridel Buscher and seconded by Elizabeth Harper. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J.Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Treasurer's Report:

- QuickBooks merge and new software is going well. Holly assisted Sheila. Support is great.
- Federal, SS & Medicare are for one pay period. Next month these will be higher since there was a delay when connecting QuickBooks. Next month more yearly bills to expend from account.
- A motion to accept the financial report was made by Elizabeth Harper and seconded by Chris Dunlap. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes; J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.
- A motion was made to approve bills in the amount of \$6458.71 for May 2019 was made by Chris Dunlap and seconded by Linda Cox. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Librarians Report:

- Summer Reading has begun; going very well. 40 adults, 19 Pre-K, 22 teens and 67 Kindergarten-6th grade are registered. Movie Mondays at municipal building; 21 kids attended. Teen program Tuesday 7 are attending, Holly assisting with teen programs. Susan working with K-6 and Pre-K. The library is still collecting craft items.
- May library attendance decreased, June increased.
- A motion to accept the Librarians report was made by Sheila Wilke and seconded by Meridel Buscher. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes; J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Correspondence:

Bingo at Betsey Ann Picnic is Friday - Saturday Night; check times that you signed up. Volunteers needed for the Basket Raffles for Saturday night after - anytime needed. Friday is covered. Through 9 p.m.

Old Business:

Training: Holly attended Design Thinking Training June 12th. Education included steps of planning, interviewing and project management. Staff: Library staff were given self evaluations. Review went well.
Sesquicentennial Parade Update: Independence Day themed. June 28, 2019 will be decorating night. 9 a.m. Parade committee is still looking for volunteers.
OMA/FOIA: Everyone has completed training.

New Business:

- New Wave was supposed to setup digital voicemail and contact Holly prior to setup, but never did. Phones at library have been down since May 23, Holly has called daily and she is still awaiting them to fix the solution. . Holly is using the fax machine phone at this time.
- Ordinance No. 20-01 (Meeting dates) - Stay with the second Thursday of every month; no meeting in December- meal instead. Dates for July 2019- June 2020
- Ordinance No. 20-02 (Prevailing Wage) – Papers were signed - Holly will file tomorrow
- Holly contacted Mascoutah Library to find out what she knew about the library qualified for certain Levy's and taxes. Carolyn and Holly to get the Tax Levy and Extension Approval finalized.

Date/Time of Next Meeting: July 11, 2019 at 6:30 p.m.

Adjournment: Motion made at 7:50 p.m. by Meridel Buscher.

Respectfully submitted by: Jacinda Dunlap, Secretary