

**Brighton Memorial Library District
Board of Trustees
Minutes from February 25, 2021**

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

Approval of Minutes: A motion to approve the January 14, 2021 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:

- Received the last of Macoupin County income in January.
- Library fees \$154.50 Income \$4429.66.
- Highest expense is wages.
- Paypal will be transferring, balance is over \$1,000.00 wait a couple months.
- Budget looks well.
- Friends group deposited balance in to CNB account.
- E-rate is deducting the savings from our Sparklight/Newwave bill.
- A motion to approve the Financial report for January 2021 was made by Jacinda Dunlap 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 to approve the monthly expense report for January 2021 in the amount \$4376.69 was made by Elizabeth Harper 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:

- Everything has been going well. Starting to pickup in Feb. Checkouts in January were busy.
- Book club is still being held via zoom meeting.
- \$18.75 book sales, \$7 donations.
- Adding more books, collection value is going up. Due to Back to Books purchases. Holly has purchased about 90 books.
- 6 new members in January. And consistency with renewing.
- Website visits were up in January.
- Total in town card members: 319 and 133 out of town card members.
- New upcoming law so that all children have a library card. Child materials. Policy is created for the children.
- The library did not get approval for the book mobile van grant through IHLS.
- New volunteer Haley Hicks on Wednesday, total of 3.
- A motion to approve the librarians report was made by Meridel Buscher and seconded by Sheila Wilkie. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes; J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Correspondence: None

Old Business:

- Awning: Traube Awning bid received Fabric Canvas \$1,050.0 Vinyl \$1,200. Installation. A motion was made to replace the awning with Traube Awning by Meridel Buscher and seconded by Linda Cox. Color dark blue with white lettering. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes; J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.
- Signage: Table the sign. Holly will investigate more information for a replacement for the front of the building.
- Re-opening: Holly has suggested extending operating hours on Monday, Wednesday, and Friday 10 a.m. – 4 p.m. and keep the other dates 2-6 p.m. Holly is here onsite so no increase in wages.
- Per Capita requirements: Reviewed first 6 chapters of the Serving our Public 4.0 Standards for Illinois Public Libraries.

Date/Time of next meeting: March 11, 2021 at 6:30 p.m.

Adjournment: Motion made by Meridel Buscher to adjourn at 7:55 p.m.

Respectfully submitted by: Jacinda Dunlap, Secretary