

Brighton Memorial Library District Board of Trustees
Minutes from January 13, 2022

Roll Call & Pledge: The monthly meeting was called to order at 6:34 p.m. by President Carolyn Kelly at the Brighton Memorial Library District. Board members present were, Chris Dunlap, Jacinda Dunlap, and Sheila Wilkie. Library Director Holly Hasquin was also present. Board members Linda Cox, Meridel Buscher, and Elizabeth Harper were absent.

Recognition of Visitors: None

Approval of Minutes:

- A motion to approve November 11, 2021, Board meeting minutes was made by Sheila Wilkie and seconded by Chris Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly: yes; Wilkie: yes.
- A motion to approve December 2, 2021, special meeting was made by Chris Dunlap and seconded by Jacinda Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly: yes; Wilkie: yes.

Treasurers Report:

- Received Macoupin and Jersey County funds. Should still have another 20% coming from Macoupin County.
- Altonized account is in good shape.
- Utilities now covers both buildings.
- Will not receive the telephone bill for November since Sparklight overcharged us.
- A motion to approve the financial report for December 2021 was made by Chris Dunlap and seconded by Jacinda Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly yes; Wilkie: yes.
- A motion to approve the monthly expense report for November 2021 in the amount of \$18,448.18 was made by Chris Dunlap seconded by Jacinda Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly yes; Wilkie: yes
- A motion to approve the monthly expense report for December 2021 in the amount of \$5686.26 was made by Jacinda Dunlap and seconded by Chris Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly yes; Wilkie: yes
- Sheila will be running the quarterly reports and printing W2 forms to be done by end of month.

Librarians Report:

- Attendance has been well past two months.
- Donations received for November was \$46.00 and \$27.75 in December. Most donations came from Notary services.
- New patron cards in November were 7 and 8 in December.

- In-town Resident patron cards total 321 for November and 318 for December; out-of-town nonresident cards were 154 for November and 162 for December.
- Still moving forward with programming. Two book clubs. November 5 persons attended and 6 in December.
- Storytime with Pre-School and Pre-K classes on Wednesday's. 4 programs in Nov and December. 41 children in November and 64 in December attended.
- Still delivering to Robings Manor on biweekly basis.
- Passive Programming. Martin the Moose in December. Count the snowmen for December.
- Helitech was here on October 20, 2021, and Holly received the bid on November 29, 2021. \$42,344.00.
- Books were consolidated and shelves and some are removed from the back of the library to remove weight from floor.
- Contacted the lawyer on November 10, 2021, to ask about the Deed. Conversations continue. IT was discovered that we do own the basement under the building of the library. Ancel & Glink lawyer has assisted the board with continuing conversations regarding accessing the basement for bids and repairs.
- Holly submitted the Comptroller report on November 15 Per Capita on December 16, 2021.
- Live & Learn construction grant has been extended to February 15, 2021.
- A motion to approve the Librarians report was made by Sheila Wilkie seconded by Chris Dunlap. Roll Call: Buscher: absent; Cox: absent; C. Dunlap: yes, J. Dunlap: yes; Harper: absent; Kelly yes; Wilkie: yes

Correspondence: None

Planning Committee Report:

- Will be getting a second bid from Woods Basement. Scheduled for Monday, January 17, 2021, at 1:00 p.m. Holly messaged lawyer to have the basement open. Holly gave details of who would be there during appointment. Holly contacted the lawyer again today and he has not received any correspondence back. The appointment was made on January 5, 2021.
- One of the thoughts we have is what does our work mean for the structure of the rest of the building. It was discussed to build a wall in the basement. Also discussed what to do about an access point. Will discuss this with Woods Basement as well as anyone else we receive a bid from.
- Holly will be submitting the Live & Learn construction grant.

Old Business: None – see planning committee report

New Business: Sexual Harassment Training – all board members to complete.

Date/Time of next meeting: February 10, 2022, at 6:30 p.m.

Adjournment: Motion made by Jacinda Dunlap to adjourn at 8:00 p.m.

Respectfully submitted by: Jacinda Dunlap, Secretary