**Bradford Library Board Minutes**

Bradford Public Library District, October 16, 2023

President David Atteberry called the meeting to order at 6 pm.

**Present:** Dave Atteberry, Reva Young, Hollie Scott, Barb Fehr, Mary Robbins and Sarah Boehm, Director. Absent: Jim Owens, Tish Leeper.

We met with our attorney, Phil Lenzini and his assistant, Jessica Pullen, by Zoom to discuss

Personal Property Tax, Annexation and the Levy.

**Minutes:**

The September 2023 minutes were read and approved.

**Treasurer’s Report:**

The Treasurer’s Report was reviewed.

Barb asked Sarah to close the renovation account at People’s Bank in Bradford and put any additional money into our regular checking account.

**Monthly Bills**:

The monthly bills were reviewed. A motion was made by Hollie Scott to pay the bills; seconded by Mary Robbins. Motion carried.

**Circulation Statistics:**

We studied the circulation statistics.

**Additions to the Agenda:**

There were no additions to the agenda.

**Director’s Report:**

Sarah is going to start a free 90 day trial of an online newspaper, America’s News, which includes the Peoria Journal Star and more than 3,000 other papers. We will also subscribe to Heritage Hub which has obituaries from 1704 to present. Patrons can log in with their library card for free.

**Comments and Questions of the Board:**

There were no comments or questions of the board.

**Unfinished Business:**

1. FOIA Request

We have received another correspondence regarding the FOIA request of mid September. Each of the points of interest has been accounted for. Sarah will send our reply. In relation to FOIA, Sarah has created dedicated library emails for each board member to use when communicating library business.

**New Business:**

1. Freedom to Read Policy:

Barb Fehr moved to approve the Freedom of Reading Policy: seconded by Reva Young. Motion carried.

1. FOIA Policy amendment:

We reviewed the amended FOIA policy. Mary Robbins moved we approve as amended; Hollie Scott seconded. Motion carried.

c. Personnel Policy discussion:

The Personnel Policy was reviewed and discussed, leading to several changes.

The policy will be amended and approved next month.

Hollie Scott moved we adjourn; Reva Young seconded. Motion Carried. Meeting adjourned at 7:50 pm

Respectfully submitted,

Hollie Scott, Secretary