

# Bradford Library Board Minutes

November 22, 2022

Jim called the meeting to order at 6 pm. Present: Jim Owens, Reva Young, Barb Fehr, Hollie Scott, and Sarah Boehm: Director. Absent: Dave Atteberry and Tish Leper.

The October minutes were read and approved. The Treasurer's report was reviewed. The October bills were reviewed. Hollie moved to pay the bills, Reva second, approved. The October circulation statistics were reviewed.

Director's report: Sarah attended the Rural Library Director's meeting in Toulon. There is a site called Newsbank that other libraries use instead of physical newspapers she will look into this. Sarah wants to update our website. Family Reading Night was not well attended. We had a conflict with a school event that we were not aware of. There are two activities planned during Christmas break for school aged youth.

Unfinished Business: None

New Business:

The Per Capita Grant Standards requirements have been met. The Per Capita Grant is due in January. Sarah will complete the grant and submit it by the due date.

The Tax Levy Ordinance is complete and will be sent to the 3 county Clerks and the IL State Library in December. Barb moved we accept the 2022 tax levy ordinance. Reva second. By voice vote, Jim, Reva, Barb, and Hollie approved.

Barb moved to keep going forward with the lift project as described in the letter from O'Shea dated 10/31/22. Reva second, unanimously approved by voice vote.

Jim moved that Sarah has the authority to sign on behalf of our library all forms related to this project working with O'Shea and other firms. Hollie second, approved.

We discussed purchasing a laptop for the use of the Treasurer. This way when we have a change in treasurer, the laptop can just be handed over to the new treasure rather than transferring files from one computer to another. Barb will research which laptop is best and proceed.

Barb has completed the Comptrollers Report. The whole Board will sign it before it is sent in.

Reva moved we accept Betty Hoy's resignation from the Library Board of Trustees. Barb second, approved. We have 90 days to fill this position.

Hollie moved we give Sarah \$300 as a Christmas bonus, and Nick a \$150 bonus. Jim second, approved.

Our next meeting is January 16, 2023.

Hollie moved we adjourn, Reva second at 6:50

Respectfully submitted by  
Hollie Scott, Secretary