Bradford Public Library District

Board Meeting Minutes

March 20, 2023

**Call to Order**: President Dave Atteberry called the meeting to order at 6:00 p.m.

**Present**: Dave Atteberry, Tish Leeper, Reva Young, Barb Fehr, Hollie Scott, James Owens,

 Pat Woodford. Sarah Boehm, Director & Dennis Hickey, guest.

**Minutes:**

 Approve board meeting minutes of February 20, 2023. Motion was made by Barb Fehr to approve; seconded by Pat Woodford. Motion carried.

 Approve special board meeting minutes of March 7, 2023. Motion was made by James Owens to approve the minutes as amended; seconded by Reva Young. Motion carried.

**Treasurers Report:**

 Barb Fehr presented the Treasurers Report ending February 28, 2023.

**Monthly Bills:**

 Approve monthly bills. Motion was made by James Owens to pay the bills; seconded by Hollie Scott. Motion carried.

**Circulation Statistics:**

 The circulation statistics for the month of February were reviewed.

**Additions to the Agenda:**

 Sarah Boehm requested that we add c. Fundraising to New Business

**Director’s Report:**

 Sarah Boehm has been in contact with Wallace Surveyors regarding the library property lines. She is hopeful that we will have an answer within the next 2 weeks. Sarah and Nick attended RSA Day at the Washington Library. They each came away with some new information and ideas. They continue to make plans for Summer Reading and also National Library Week.

**Comments and Questions of the Board:**

 Dennis Hickey addressed the board regarding fundraising for our new lift. He is willing to head up a committee with a goal of raising $25,000 for the Library Lift/Preservation Project. A committee will be established for this purpose. The board thanked Dennis for his willingness to lead this effort.

**Unfinished Business:**

 Lift Project Discussion and Vote; A short discussion was held regarding the lift project. James Owens made a motion to accept the total project cost as presented to the Bradford Public Library District on February 20, 2023 by O’Shea Builders, signed by Tim Hickey. Tish Leeper seconded the motion. Motion carried by voice vote: Barb Fehr, aye – Reva Young, aye – Pat Woodford, aye – Hollie Scott, aye – Tish Leeper, aye – James Owens, aye – Dave Atteberry, aye. The project will begin May 1, 2023 and be completed by July 27, 2023.

 **Annual required online training**; Sarah thanked everyone for completing the OMA training and reminded them to also complete the sexual harassment training online.

 **Designated Charitable Fund Agreement**; We received a letter from the Illinois Library Association confirming our participation in the Fund for Illinois Libraries. This will allow large donors to make a contribution to the Bradford Public Library District through ILA which is a non-profit Illinois corporation exempt from taxation, a qualified 501 ©(3) organization.

**New Business**:

 **Review of Insurance;** There was a discussion regarding our property insurance. Sarah will meet with Tammy Pelz to review.

 **Decennial Committees on Local Government Efficiency Act**; Sarah explained this new Act signed by Governor Pritzker. We will take steps to form a committee and work through the requirements.

 **Fundraising**: Denny Hickey will lead a committee to fundraise for the Lift/Library Preservation Project. Sarah, Pat, Dave, and Reva will also sit on this committee along with 2 citizens at large.

James Owens moved that we adjourn at 7:20 pm. Pat seconded.

Respectfully submitted,

Hollie Scott

Secretary