

Bradford Library Board Minutes

January 16, 2023

Jim called the meeting to order at 6:00 pm. Present: Dave Atteberry, Jim Owens, Reva Young, Barb Fehr, Hollie Scott, and Sarah Boehm: Director. Absent: Tish Leper

The November minutes were read and approved. The Treasurer's report was reviewed. Barb reported IMRF account is set up as of December 1, 2022. The first payment made through automatic withdrawal was January 10, 2023.

The November bills were reviewed. Jim moved to pay, Dave second, approved. The December bills were reviewed. Hollie moved to pay the bills, Jim second, approved. The December circulation statistics were reviewed.

Director's report:

Sarah completed the Library Certification for the Illinois State Library. She is working on the grants for the lift project and has completed and submitted the Per Capita Grant. The reading program for this summer is "Find Your Voice."

Unfinished Business:

The pre bid meeting for the lift project was held on February 6, 2023. Eight people representing different businesses came for information to bid on our lift project. Tim Hickey will be at our February Board meeting to discuss these bids so we can decide among them. Tim reported that the project could cost more than we anticipated. If we go ahead, the project would start April 1 and should be done by June 1.

New Business:

All board members are required to complete the Annual Required Online Training by mid April. The two trainings are Open Meetings Act and Sexual Harassment Training.

Barb has the new laptop the Library bought for the Treasurer she will transfer all library files to this laptop so that in the event we should have a different treasurer it can just be handed over.

The Executive session minutes were given to Jim to review. Hollie will transcribe old executive session minutes that Barb recorded on her phone. We will store these in our locked file cabinet along with board minutes and treasurer's reports.

Jim moved we adjourn, Reva second at 7pm

Respectfully submitted by Hollie Scott, Secretary