Minutes for the regularly scheduled meeting of the
Board of Trustees of the Free Public Library of Audubon
June 27, 2022

The meeting was called to order by Danielle Ingves at 7:07 pm.

Akiema Buchanan took roll call.

Roll Call

Present
Danielle Ingves
Amanda Negro
Nikki Bicking
Patricia Rossell
Mayor Jakubowski
Barbara Ruff
Library Director, Akiema Buchanan

Absent
Jeff Clarke
Rosann Endt
Maria Lario Schuman

Statement of Open Meeting
Danielle Ingves confirmed that the required forty-eight (48) hour notice for the meeting was provided to the public through announcements published in the Retrospect and Courier Post, and on the Library’s website.

Approval of Minutes
Motion M22-30 to approve the Minutes of the Board of Trustee’s regular meeting on May 23, 2022 was made by Ingves, and seconded by Pat Rossell. The motion passed by affirmative vote of all present members, except Nikki Bicking and Amanda Negro, who abstained.

Treasurer’s Report
Bookkeeper Bromke was absent from the meeting but provided the June Claims.

Motion M22-31 to approve the financial reports through May 2022 made by Ingves and seconded by Amanda Negro. The motion passed by affirmative vote of all present members.

Resolution R22-25 Authorizing Payment of June 2022 Claims totaling $6,733.17 made by Ingves and seconded by Ruff. Resolution passed by unanimous vote of present members.

President’s Report
Ingves mentioned that she received the Library Line in the mail and liked the color and thought that it was well written. She also discussed that the town’s Thursday movies would begin June 7th at 8:00pm with setup beginning at 7pm.

Treasurer’s Report
Roselle discussed the library’s William Penn’s CD renewal notice and informed everyone that it has been renewed for another 6 months.
Roselle mentioned having a local author come to the library to speak about her book “Murder in the Neighborhood.”

**Director’s Report**

**A. Programs**

- Akiema Buchanan stated the Crafters’ Club, Book Clubs, and Story Times are continuing.
- 25 families were present at the Summer Reading Kick-Off
- 50 people are registered for summer reading so far.
- 10 children were at the last story time – the most the library has had so far.
- There will be special Wednesday programs throughout the summer, examples include messy science, tie-dye, and a treasure hunt
- Town-wide reading incentive at national night out which is in August.

**B. Old Business**

- A new employee was hired.
- The new DeepFreeze software is on the computers and has been working well
- The T-Mobile bill for the hot spots is being paid this month
- There is still a problem with the internet and our IT service.

**C. New Business**

- From 5/1/22 – 5/31/22 there was a total of 1306 items checked out, which includes 1 hotspot and 3 museum passes
- From 6/1/22 – 6/27/22 there was a total of 1389 items checked out, which includes 2 hotspots and 5 museum passes
- Buchanan stated that the library will have a presence at the Thursday night movie and asked for board members to volunteer one of the movie nights if they have time.
- Buchanan would like to change some of the currently library policies such as, children not being able to check out DVDs and keeping a copy of licenses when borrowing museum passes. Mayor Jakubowski would like to have time to review the policies and wording before any changes are made.

**Public Comment:**

Ingves made Motion M22-32 to open the meeting to the public. Bicking seconded. All those present voted affirmative.

Ingves made a motion, Motion M22-33, to close the meeting to the public, as no members of the public were present. Rosselle seconded the motion, which then passed unanimously by all of the present trustees.

Ingves made a motion, Motion M22-34 to go into closed session, Bicking seconded. Motion passed by unanimous vote by all present members

Ingves made a motion, Motion M22-35 to come out of closed session, Negro seconded. Motion passed by unanimous vote by all present members

Ingves made a motion, Motion M22-36 to discontinue the increased hourly wage of the two staff members who acted as interim managers effective June 30, 2022, Negro seconded. Motion passed by unanimous vote by all present members.

**Motion to Adjourn**

June meeting was adjourned at 8:30 pm by Ingves.

Respectfully submitted,
Akiema Buchanan, Director