**Clinton Township Public Library Minutes**

Monday, January 2, 2023, @ 6:30pm

The meeting was called to order at 6:30 pm. Roll call was taken. Present were President Betsy Shapiro, Treasurer Susan Kauffman, Secretary Carol Peterson, Bob Bend, Ann Arends and Mike Wojcik. Deanne Frieders and Director Emma Conway were absent.

We scanned the agenda and made a correction on the date of last month’s minutes. The date was changed from December 7, 2022 to December 5, 2022. Bob then moved to approve the agenda for January 2, 2023. Mike seconded, and the motion passed unanimously.

There was no public wishing to speak.

The minutes from the December 5, 2022 meeting were read. There was a correction on a date of the closed meetings we have had. One of the dates should have been recorded as October 5, 2020 not October 5, 2022. Mike moved to approve the corrected December 5, 2022 minutes. Ann seconded his motion. The motion passed unanimously.

Susan presented the Treasurer’s Report for the month of December 2022. She brought it to our attention that we overspent on several line items; the technology hardware being the most over budget. She reminded Emma to try to contact Ben Acker; as of yet, he has not sent any kind of bill. Payroll to staff has been adjusted to at least $13/hour because of Illinois minimum hourly payment law.

Carol moved to approve the Treasurer’s Report for December 1, 2022 through December 31, 2022. Bob seconded this motion. A roll call vote was taken and the motion passed 5/0.

After looking over the expenditures, Ann made a motion to accept the expenditures for the month of December 2022. Mike seconded and a roll call vote was taken. The motion passed 5/0.

**Director’s Report**

Numbers for December 2022 – (PrairieCat Circulation Reports for December were not available, so that is why there are 0s in some places.)

Patron visits – 246

New cards issued – 0

Materials checked out – Books – 0, Audios – 0, DVDs – 0 Magazines – 0, CDMs – 0, Games – 0, Kits – 0, Others – 0 for a total of 0

Interlibrary Loan – 0 as a lender and 0 as a borrower for a total of 0

Reciprocal Borrowing – 0 as a borrower and 0 as a lender for a total of 0

OMNI/Overdrive – 109 E-books and 76 eAudios for a total of 185

AXIS 360/ eRead Illinois – 2 E-books and 14 eAudios for a total of 16

eResources Combined totals (AXIS 360 + Overdrive) – 111 E-books and 90 eAudios for a total of 201

Computer Usage – Computers-7; Wi-Fi-82; Games-0

Items added – 0

Emma gave us a handout of total numbers of the above stats that reflects the months of January 2022-November 2022.

Some important dates for the library were January 1, which was the minimum wage increase to $13/ hour; there was story time on January 7; Clinton Chats on January 9; January 16 was MLK Day on which the library was open and was showing movies; STEM adventures on January 21; and a Craft Club took place January 23.

There were a couple general updates. One is that Emma finally was able to get in touch with the electrician and he is coming this week. The other update is that Ben Acker will shovel our sidewalks for us again this season.

Staff has been thinking of new programming ideas for the coming year. With that, they will be getting a January programming calendar ready and will be sending out a January newsletter. Our staff is beginning to prepare for the summer 2023 reading program.

Emma keeps working on writing some grants and she also has sent in the Certification of Ballot form.

One plus this year is that PrairieCat has announced that PUG Day will be in person this year.

The Annual Holiday Open House was attended by 32 people

**New Business**

We were given a handout of the ‘Current Fines and Fees’. It covered our fines and fees for printing, faxing, circulation fines and book sale prices. Susan made a motion to keep all our fines and fees as is. Bob seconded the motion. The motion passed unanimously.

**Pending Business**

There was nothing listed here on the agenda to discuss. We did talk about Clinton Chats getting started again.

There was a question about the changing table that has been hard to obtain. It should remain on the agenda until it is actually taken care of.

There was some question about smoke detectors. Betsy will see if we need to switch them out to the newer 10 year kind.

**President’s Report**

Betsy wants us thinking about someone who may want to be the Treasurer. Maybe a sign could be put up about the need for a treasurer or put the notice on our web page.

**Adjournment**

Ann moved to adjourn our January 2, 2023 meeting. Mike seconded the motion and the meeting adjourned at 7:28pm.

Respectfully submitted,

Carol Peterson