**IOLA VILLAGE LIBRARY BOARD OF TRUSTEES MEETING**

December/January Board Meeting

Wednesday

January 31st, 2024

4:15 PM

Iola Village Library

President Lila shower called the meeting to order at 4:\_\_\_\_\_\_ PM.

**ROLL CALL**

Present: Lila Shower, Jim Rasmussen, Jill Willems, Cari Honken and Library Director Robyn Grove. Absent: Randy Kalal.

**MINUTES**

The minutes of the November meeting were read. \_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the November minutes; seconded by \_\_\_\_\_\_\_\_\_\_\_\_.

**DECEMBER BILLS**

**APPROVAL OF BILLS**: Library Bills for December totaled $2,916.10.\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the December Bills; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**DONATION ACCOUNT:** Total inflows for December totaled $582.30; total outflow was $120.84. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the donation account; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**LIBRARY EXPANSION ACCOUNT:** Total inflows for December were $631.96. Total outflow was $0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ moved to approve the library expansion account; seconded by\_\_\_\_\_\_\_\_\_\_\_\_\_. (This amount includes the interest from November and December)

**MONEY MARKET ACCOUNT** Total inflows for December were $32.84. Total outflow was $0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_made a motion for approve the money market account; seconded by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (This amount includes the interest from November and December)

**January Bills**

**APPROVAL OF BILLS**: Library Bills for January totaled $3,148.51. \_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the January Bills; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**DONATION ACCOUNT** Total inflows for January totaled $125.33; total outflow was $72.00 \_\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the donation account; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**LIBRARY EXPANSION:** Total inflows for January totaled $50,000.00; total outflow was $0.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to approve the expansion account; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**MONEY MARKET ACCOUNT:** Total inflows for January were $0. Total outflow was $0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_made a motion for approve the money market account; seconded by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**EXPANSION LOAN** - $48,784.07 - Estimated Payoff

Director’s Report

Circulation

|  |  |  |  |
| --- | --- | --- | --- |
| **2023 Activity** | **Nov** | **Dec** | **YTD** |
| **CIRCULATION** |  |  |  |
| **Circs** | **1,685** | **1,677** | **21,006** |
| **Renewals** | **444** | **531** | **5,522** |
| **Total** | **2,129** | **2,208** | **26,528** |
| Difference - 2022 | **15** | **-82** | **-472** |
|  |  |  |  |
|  |  |  |  |
| **INTERLIBRARY LOAN** |  |  |  |
| **Total Loaned** | **1,033** | **955** | **13,350** |
| **Total Borrowed** | **988** | **963** | **11,352** |
| **Net** | **45** | **-8** | **1,998** |
|  |  |  |  |
| **Wiscat Ill - Requested** | **4** | **37** | **111** |
| **Wiscat Ill - Sent** | **14** | **25** | **189** |
|  |  |  |  |
| **OverDrive E-Books** | **117** | **128** | **1,577** |
| **OverDrive - Audio Books** | **107** | **92** | **1,632** |
| **OverDrive - Magazines** | **148** | **148** | **759** |
| **Hoopla** | **100** | **128** | **1,157** |
|  |  |  | **5,125** |
|  |  |  | **4,971** |
| **2023** |  |  |  |
| **My PC - Total Minutes** | **10,795** | **11,122** | **200,128** |
| **My PC - Total Sessions** | **119** | **129** | **2,359** |
|  |  |  |  |
|  |  |  |  |
| **2023** |  |  |  |
| **Wireless Unique Devices** | **238** | **229** | **3,231** |
| **Avg Devices Connected Per Day** | **24** | **23** | **335** |
|  |  |  |  |
|  |  |  |  |
| **Items Checked In** | **3,354** | **3,070** | 41,661 |
| **Monthly Patron Count** | **1,552** | **1,433** | 20,107 |
|  |  |  |  |
| **PROGRAMMING** |  |  |  |
| **Adult Programs** | **1** | **1** | **42** |
| **Attendance** | **12** | **13** | **210** |
| **Children's Programs /SH** | **4** | **4** | **51** |
| **Attendance - Children** | **41** | **48** | **752** |
| **Attendance - Adult** | **27** | **26** | **365** |
| **Family Programs/STEAM** | **4** | **4** | **26** |
| **Attendance - Children** | **31** | **58** | **308** |
| **Attendance - Adult** | **34** | **50** | **172** |
| **Passive/Drop In** | **3** | **2** | **32** |
| **Attendance - Children** | **0** | **0** | **129** |
| **Attendance - Adult** | **11** | **9** | **104** |
| **Total Programs** | **12** | **11** | **155** |
| **Total Attendance** | **156** | **204** | **2,051** |
|  |  |  |  |
| **Make & Take Bags** | **45** | **165** | **500** |
| **Curbside** | **1** | **0** | **17** |
|  |  |  |  |
| **REGISTERED BORROWERS** |  |  |  |
| **New Patrons** | **4** | **7** | **124** |
| **Village Patrons** | **0** | **0** | **0** |
| **Total Cards** | **0** | **0** | **0** |
| **Patron Purge** | **0** | **0** | **144** |

**OLD BUSINESS**

**NEW BUSINESS**

Mission Statement - \_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to accept the updated Mission Statement that now includes the online sources of Libby and Hoopla, seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

2023 Annual Report - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to accept the 2023 Library Annual Report as presented; seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Expansion Loan Payoff – Thomas Rheingans presented the library with a check in the amount of $50,000. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ made a motion to transfer the funds from the library expansion account to the expansion loan at BankFirst to pay the balance of the loan, seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**CORRESPONDENCE AND COMMUNICATION**

**PUBLIC PRESENTATION TO OR DISCUSSION WITH THE BOARD**

\_\_\_\_\_\_\_\_\_\_ made a motion to adjourn the meeting.

President Lila Shower adjourned the meeting at \_\_\_\_\_\_\_\_\_\_\_\_ PM.

Minutes taken by Jill Willems