Shawneetown Public Library

Meeting Minutes

May 13, 2025

**Members Present**:

Olivia Bradley, Randi Vickery, Sheryl Scherrer, Mary Ann Patton, Amanda Stanford, Alberta Doerr, Tara Wood, Amanda Austin, and current librarian, Julie Robbins.

**Members Not Present:**

Jenni Robinson

**Call to Order:** - The meeting was called to order by President Alberta Doerr at 5:15 pm. This meeting was held in person at the library. The roll call was taken by Olivia Bradley, confirming that enough members were present to hold meeting.

**Secretary Report:** Minutes were printed out for the members and read at the meeting. Tara Wood made a motion to approve the minutes, with Mary Ann Patton making a second. All were in favor. Motion was carried out and meeting minutes were approved.

**Treasurer’s Report:**  A complete treasurer’s report was attached to the meeting minutes to itemize all income and expenses up to the current date. The checking acct has a balance of $19,107.14, Savings acct balance of $3,616.83, and the one combined CD $15,335.98. The balances of the grant accounts are as follows: Technology Grant $5,448.36 and Library Construction Grant $147.57. Mary Ann said that the auditors will be here on June 23. Olivia Bradley made a motion to approve the treasurer’s report along with Randi Vickery making a second. All were in favor. Motion was carried out and treasurer’s report was approved.

**Librarian Report:** The librarian report was printed by Julie Robbins to be reviewed at the meeting. Included were the circulation stats for April and also included stats for the new Libby program. A breakdown of April programs and attendance was given. A list of upcoming programs was also provided.

Peep Dioramas had 3 submissions, so we had 3 winners.

We have gotten a lot of positive feedback with the library updates that have been completed. It looks very nice.

Summer reading will kick off June 5th with a big event. Julie went over the list for the year and there is a lot of stuff going on and exciting things happening at the library for the kids this summer.

T-shirts were made and we sold a few at the Old Stown event last week. We will also need to sell these at the 2025 Coal Days, and we have a signup sheet for everyone to take a shift.

She mentioned the QuickBooks request and we will talk more about it and vote for new business.

We also went over the Serving our public Section, Chapter 5. Those that haven’t finished harassment training will need to complete this soon.

**Old Business:**

Bake Sale will be on Friday, June 6, 2025, from 7:30-12:30pm. Mary Ann is working on a sign up sheet and also we will try to offer pre-sales this year. We will figure out the details of this and post on FB and share with the group.

**New Business:**

The non-resident fee will stay the same, per the $15 formula that Julie provided. Sheryl Sherrer made a motion to approve this with Amanda Stanford making a second. All were in favor.

Since Randi Vickery has been helping Mary Ann Patton with budgets and financials, it was agreed to add her to the Legence Bank accounts. She will be added to the main account and also the technology grant one as a signer. We won’t worry about the construction one due to it is almost ready to be closed. Mary Ann made a motion to approve, with Amanda Austin making a second. All were in favor. Olivia Bradley will take care of this as we will need the meeting minutes for the bank to make these changes.

Julie presented a QuickBooks request for the library to start using to help with the financials, etc. The cost is $80.00 per year. Sheryl Scherrer made a motion to approve, with Randi Vickery making a second. All were in favor.

The librarian’s salary being paid by the city was brought up and we reviewed email communications from City Clerk Matt Martin. The board is to review the information, and we will discuss more at the next meeting on how to proceed.

The next library meeting will be on Tuesday, June 10, 2025, at 5:15 pm.

Motion to adjourn was made by Mary Ann Patton, with a second made by Tara Wood. The meeting was adjourned at 6:10 pm.