Shawneetown Public Library

Meeting Minutes

August 19, 2025

**Members Present**:

Olivia Bradley, Randi Vickery, Sheryl Scherrer, Jenni Robinson, Alberta Doerr, Amanda Austin, and current librarian, Julie Robbins.

**Members Not Present:**

Mary Ann Patton, Amanda Standford, and Tara Wood

**Call to Order:** - The meeting was called to order by President Alberta Doerr at 5:19 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. Amanda Austin made a motion to approve the minutes, with Olivia Bradley 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 $20,166.52, Savings acct balance of $3,616.83, and the one combined CD $15,792.72. We just renewed it for 9 months at 3.75% and the maturity date will be April 21, 2025. The balances of the grant accounts are as follows: Technology Grant $5,440.34 and Library Construction Grant $147.57. The budgets were reviewed and it was noted that materials and personal both need to be adjusted to different categories. And there was a question whether the miscellaneous needed to be changed that it was over due to Maker Space charged to wrong place. We also discussed Julie needing help with the Quickbooks and downloading the bank statements. Olivia and Randi will come in August 26, 2025 to help her with this. Olivia will also check to see if Julie is a subuser for the library login. 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 with the proposed changes and will consult with Mary Ann Patton at the next meeting if anything needs to be revised.

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

We discussed and reviewed the printed report. Also next month is library card month and Julie may try to go out the school at some of the games to promote.

We also went over the Serving our public Section, Chapter 7, about collection management. This was reviewed and discussed. Those that haven’t finished harassment training will need to complete this soon.

**Old Business:**

We aren’t sure on who is done with the Ilead training. Those that can, come up on the August 26th day and we will get logged in and complete. We will do the sexual harassment training before one of the upcoming library meetings.

Remind app and trainings- if you have any questions or issues, Amanda Austin can help you with this.

**New Business:**

We have decided to do the chicken and dumpling fundraiser and see how it goes. We will do it on Sunday, October 26 from 11-2pm. We will have Sheryl Scherrer ask about us using the fire house as we will need to utilize their kitchen. We will have dumplings along with mashed potatoes, green beans, and roll. We will ask our bakers to do desserts and let them pick what they want with their meal. This will be carry out only. Olivia will try to get a list and idea of what is needed for the dumplings. We are hoping to estimate for around 300 and it will be on a first come basis. Sheryl will also check on pricing for supplies and report back. It was decided to make the dumplings ahead of time and freeze them. We will do this in lieu of our September 9th meeting and start at 4pm. We will also try to use the fire house for this too. Amanda Austin will get with Lane Wenzel on how to use the app to presell and also allow them to pay online if possible. We will meet at the firehouse on August 31, 2025 at 1:30pm to take inventory and discuss on what we will need for the event.

Jenni Robinson also said that Butch Brazier would be willing to cook boston butts for us to do as a fundraiser. We will sell these on the same day and also do preorders/payments. These will be able to be picked up that day.

Julie talked about our sign and how it is used. We have had people ask to advertise on it for them and also donate money to do so. We all agreed that it needs to be within reason and we would be fine doing it for new businesses in town, community events and organizations, and also for non-profit groups/events. We will try to make a separate entry in Quickbooks to track this to see how much we generate from this offering. We felt like this needed to be voted on due to something that involved the library and policies. Olivia Bradley made a motion, with Jenni Robinson a second. All were in favor.

The next library meeting will be on Tuesday, September 9, 2025, at 5:15 pm.

Motion to adjourn was made by Amanda Austin, with a second made by Randi Vickery. The meeting was adjourned at 6:10 pm.