

**Minutes of Walnut Public Library**  
**July 19<sup>th</sup>, 2023**

**Call to Order:**

A regular meeting of the Walnut Public Library was held at the library on July 19<sup>th</sup>, 2023. The meeting convened at 5:58 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Heidi Franklin, Brenda Helms, Megan Hellrung, Terri Jamison, and Emily Dietz. Others in attendance were Jackie Trujillo. Member absent were Deb Spratt.

**Secretary's Report:**

June's minutes were reviewed. Terri made a motion to approve June's minutes, seconded by Megan, approved as read.

**Treasurer's Report:**

The board reviewed the enclosed financial reports. The fiscal year end numbers were reviewed.

Megan made a motion to approve the treasurer's report and to approve the bills paid, seconded by Jaimie.

**Librarian's Report**

Another busy month with 573 patrons through the library, 302 participants for the summer reading program, and 22 new library cards.

The Children's Action Fair was a huge success with 16 participants, and about 75 community visitors. The 4H Club also has also had 2 successful events this month.

**Committee Reports:**

Long Range Plan Committee: No Updates

Financial Committee: No Updates

Personnel Committee: No Updates

Program Committee: No Updates

Building Committee: No Updates

**Unfinished Business:**

Preserving History Update - \$11,766.44 of the \$13,647.36 goal has been raised. Donations have been received from all over the country and thank you cards will soon be going out.

QuickBooks training is in progress and ongoing. New checks will need to be ordered to align with the QuickBooks program.

Trustees to read chapters 5 & 6 before August's meeting.

Hours of operation – the library needs to remain open a minimum of 28 hours per Illinois Standards for Public Libraries, and the library should be open until 6pm at least once/week.

**New Business:**

Jackie provided the board with the tax levy ordinance for approval. Brenda made a motion to pass the ordinance to levy and assess a tax. Motion passes with a roll call vote:

Jaimie – Y; Heidi – Y; Megan – Y; Emily – Y; Brenda – Y; Terri – Y

Jackie was asked to join the Walnut Rotary on behalf of the Walnut Public Library, the dues/fees sheet was included in the packet. The library is going to pass at this time.

Jackie has found a free circulation desk in Carey, IL but will need picked up by next week. She is going to let them know the library will take it if we can find someone to pick it up.

**Items for Next Month's Agenda:**

**Adjournment**

Brenda made the motion to adjourn the meeting. The meeting adjourned at 7:58pm. The next meeting is on August 16<sup>th</sup>, 2023 at 6:00pm.

Acting Secretary



Date of Approval

8/30/23