

Phoenix Public Library District

Monthly Meeting: 01/11/2024

Meeting Called to Order	Meeting was called to order by Trustee Loggins (Vice President) At 6:04 pm
Roll Call	Mahaffey- absent, Loggins- present, Harris- Present, Dillard- Absent Wells- Absent, Dudley-Present, Harper- Present
Moment of Silence	Moment of silence was led by Trustee Proctor- Harris
Library Director Report	Report was submitted by J Bond- see attachment
Friends of the Library Report	No Report, Next meeting will be in February of 2024 Alumni letters for donations are scheduled to be mailed out.
Reimbursement from Friends of the Library	No request at this time.
Previous Meeting Minutes	Motion was made by Trustee Proctor- Harris All in favor for the approval: Proctor-Harris, Loggins, Harper, Dudley
Correspondence	Attorney Fountain School District 151
Library Director Report	Report was submitted by Ms. Bond See Attached Document
Finance Report	Approval to pay the following bills Attorney School District 151 Motioned by Trustee Proctor-Harris 2 nd by Trustee Loggins
Roll Call	Loggins- yes Harris- yes Dudley- yes Harper-yes
Old Business	Tax program will start February 3 rd Book Club- Zoom Meeting will be held February 21 st , at 6pm
New Business	Information from Crete library was shared by Trustee Dudley 2/25/2024- Black History Program at the Library, other suggestions were discussed: Mime Dancers, Spoken Reader, Drama Black History Trivia for the students and then have a jeopardy game where they will read various books and answer question.
Next Meeting Date	February 1, 2024- 6pm
Meeting Adjourned	Meeting was 6:25 pm All in favor was taken

Phoenix Public Library District
Monthly Meeting February 1, 2024

Meeting Called to Order	Meeting was called to order at 6:03 pm by Trustee Mahaffey
Roll Call	Present: Mahaffey, Dudley, Wells, Proctor-Harris Absent: Harper, Dillard
Moment of Silence	Prayer was led by Proctor-Harris
Library Director Report	Report was submitted J. Bond Annual Certificate was completed, Per Capita and IPLAR are due soon
Friends of the Library Report	Meeting scheduled this week.
Reimbursement from Friends of the Library	None request today \$242.60 will be requested at their next meeting to pay for the Theatre tickets.
Previous Meeting Minutes	Motion moved by Proctor Harris with the necessary changes. Library Program 2/24 2 nd by Dudley
Correspondence	Cook County Clerk emailed Trustee Proctor-Harris to verify board members for the ethics report. It was due and completed on February 1 st .
Finance Report	See attached document. No bills due currently. No tax money received for the month of January Balance as of 1/31/2024- \$16,785.36
Roll Call	Mahaffey-yes Dudley- yes Wells- yes Proctor- Harris- yes
Old Business	Free Income Tax service starts this Saturday February 3rd Book Club Meeting on Zoom 2/21
New Business	Theatre Tickets for Aint Misbehaving will be offered to the community for \$10 Residents must reserve tickers by February 18 th by calling the library. Flyer will be distributed throughout the community. Group Trip will be Sunday February 25 th . 10 tickets will be purchase (\$247.60) Jesse White Tumblers will be secured for Juneteenth (June 8 th) POP Culture 2 nd week in March
Next Meeting Date	March 7 th , 2024, at 6pm
Meeting Adjourned	Meeting was adjourned at 6:43

Phoenix Public Library District

Monthly Meeting_____04-11-2024

Meeting Called to Order	06:06pm
Roll Call	Mahaffey- present Loggins- present Harris- Present Dillard- Present Wells- Present Dudley-Present Harper- Present
Moment of Silence	Harris
Library Director Report	Summer calendar was submitted . The board discussed more activities needed for the summer. The board discussed free field trips as a possibility. There was a suggestion to have a sign in sheet for patrons.
Reimbursements Friends of the Library Report	Nothing to report.
Previous Meeting Minutes	Motion from Harris to change year date to 2024.
Correspondence	Bills
Finance Report	The library bank account was closed and it was proposed to open an account with Bank Financial. Once fraud has taken place the bank refunds the money however it's cumbersome on the board.
Roll Call	Mahaffey Loggins Harris Dillard Dudley Wells Harper
Old Business	Book Club April 16 th @6pm Jesse White Tumblers have been booked for June 8th Juneteenth event. Pop culture-Popcorn sale will need a website to secure date of April 18th. They have also changed their name to popalogy.
New Business	Discussion on Food Trucks June 8 th Juneteenth program. safety day Aug. 10th 12pm-2pm Discussion regarding quarterly meeting with library staff. Conversations on possible Alumni Party due to previous large turnout.

Phoenix Public Library District

Monthly Meeting **07-11-2024**

Meeting Called to Order	06:07pm
Roll Call	Mahaffey- present Loggins- present Harris- Present Dillard- Absent Wells- Present Dudley-Present Harper- Absent
Moment of Silence	Mahaffey
Library Director Report	See Attached: CEDA would like to know if the library would like 1 more person to work for the summer. The library would like to replace Mi-Jack with Robo call to reach patrons regarding events.
Reimbursements Friends of the Library Report	The friends of the library have tickets to see "James The Giant Peach". The Library needs a door counter. \$728.23 request to friends.
Previous Meeting Minutes	Motion from Harris to change year date to 2024.
Correspondence	21, 709.74 Collected in Taxes. Bill of \$525.98 summer program.
Finance Report	See attached Motion to approve bills : E Harris second Mahaffey
Roll Call	Mahaffey Loggins Harris Wells Dudley
Old Business	Juneteenth Celebration turned out well. There were suggestions to shorten the day for next year's event and add entertainment. There were also food trucks needed.
New Business	The Library needs a door counter. Discussion regarding Anniversary Reunion Oct. 25th. Safety day Aug. 10th 12pm-3pm Discussion regarding the games that should be offered at Safety Day . Moonwalkers have games to purchase for \$235.00 , 50 book bags will be handed out by sterling. 100 Backpacks donated , Ladies of Distinction and Tracy will donate Gift cards. ComEd, Blue Cross Blue Shield, Distinct 151, Fire Department, Scholarship foundation and voter registration will be present. Discussion regarding the tables needed such as 13 including 20 chairs. DJ with a mic will be present . The Budget for games at safety day will be \$340.00 The library board will purchase items as follows:

	Juice: E Harris Chips: Dudley Loggins Hot Dogs: Buns , Foil Wraps Mahaffey Water: Tracy Juice: Dillard Condiments & Napkins: Wells Banners for safety day & yard signs will be located for the event.
Next Meeting Date	August 10th.
Meeting Adjourned	Meeting adjourned at 7:00pm

Phoenix Public Library District

Monthly Meeting_____ **08-10-2024**

Meeting Called to Order	10:08am
Roll Call	Mahaffey- present Loggins- Absent Harris- Present Dillard- Present Wells- Present Dudley-Present Harper- Pesent
Moment of Silence	Mahaffey
Library Director Report	See Attached: Patrons up to 93. The Library will be joining Explore More IL. This program will allow patrons to receive discounts on things going on in the state such as Brookfield Zoo.
Reimbursements Friends of the Library Report	We are seeking reimbursement from the library of \$329.00
Previous Meeting Minutes	submitted by Lakida Dillard
Correspondence	Paid \$150.00 to Find More
Finance Report	See attached
Roll Call	Mahaffey- present Loggins- Absent Harris- Present Dillard- Present Wells- Present Dudley-Present Harper- Pesent
Old Business	The Library needs a door counter. Discussion regarding Anniversary Reunion Oct. 25th. Safety day Aug. 10th 12pm-3pm Discussion regarding the games that should be offered at Safety Day . Moonwalkers have games to purchase for \$235.00 , 50 book bags will be handed out by sterling. 100 Backpacks donated , Ladies of Distinction and Tracy will donate Gift cards. ComEd, Blue Cross Blue Shield, Distinct 151, Fire Department, Scholarship foundation and voter registration will be present. Discussion regarding the tables needed such as 13 including 20 chairs. DJ with a mic will be present . The Budget for games at safety day will be \$340.00 The library board will purchase items as follows:

	Juice: E Harris Chips: Dudley Loggins Hot Dogs: Buns , Foil Wraps Mahaffey Water: Tracy Juice: Dillard Condiments & Napkins: Wells Banners for safety day & yard signs will be located for the event.
New Business	There will be a new form the library will need to use to utilize Coolidge for events. The Library already has a Tri-Partnership with Coolidge Middle School. Creative Connection would like to do the after school program from 4pm-7pm at the Library. The Library Board will have another sent down with jasmine regarding events at the Library. The last day for CEDA youth program will be 8/10/24. 50 book bags were donated from the fire department for Safety Day. In all \$50.00 worth of gift cards donated.
Next Meeting Date	September 5th 2024
Meeting Adjourned	Meeting adjourned at 10:35am

Phoenix Public Library District

Monthly Meeting- December 2024

Meeting Called to Order	6:08 by President Mahaffey
Roll Call	Present: Mahaffey, Wells, Proctor-Harris, Loggins Absent: Dudley, Harper, Dillard
Moment of Silence	Led by Trustee Proctor-Harris
Library Director Report	Website is being developed Per Capita Grant in progress •
Friend of the Library Report/Reimbursements	Nothing to report at this time
Previous Meeting Minutes	Minutes were approved by E. Harris and 2nd by Wells
Correspondence	None at this time
Finance Report	November 2024 Current balance: \$23,743.98 Technology Grant:\$10,456.03 Bills approved to pay: SHSD 151 \$6,562.15
Roll Call	Mahaffey-Proctor-Harris-Wells-Dudley
Old Business	Family Reading Night was successful along with several donators: Gibson Citgo, P.O.P.S, D. Anderson Paving and several local residents Petitions for election was submitted for the April Election
New Business	Closing dates for December: 12/24- Closed 12/25- Closed 12/26- Regular Hours 12/27- Regular Hours 12/31- No Evening Hours 01/01- Closed Request donations for Black History program and set a date ****Levy was passed and approved by the board Roll Call: Loggins, Mahaffey, Wells and Proctor Harris
Next Meeting Date	February 6th at 6:pm
Meeting Adjourned	Adjourned at 6:43pm