PHOENIX PUBLIC LIBRARY DISTRICT
MONTHLY MEETING
MINUTES
AUGUST 13, 2026 – 6:23PM

The regular board meeting of the Phoenix Library District was called to order by President, M. Mahaffey at 6:23pm.

MEMBERS PRESENT: M. MAHAFFEY, LOGGINS, PROCTOR-HARRIS, WELLS, DUDLEY, D. MAHAFFEY

ABSENT: HARPER

Prayer: Trustee Proctor-Harris

Public Comments: NONE

MINUTES: A motion was made by Trustee Proctor-Harris and seconded by Trustee Dudley to approve July 2, 2026, minutes. *The Vote Passed: 6-0-0. (Ayes: M. Mahaffey, Loggins, Proctor-Harris, Dudley, Wells, D. Mahaffey / Absent: Harper).*

CORRESPONDENCE – NONE

LIBRARY DIRECTOR'S REPORT

- **What's New**:
  - Senior Activities
    - 9/2 Pokeno; 9/23 Door Hangers (Trustee Proctor-Harris ordered materials); 9/23 Tie Dye Shirts; 9/30 No Sew Fleece Pillows
  - Kids Activity week went well. Each child received a McDonalds gift card for participation.
  - Copier/Coin Machine Info: The library partners with AT Business Solutions. They received 70% of all profits and the library receives 30% off the copier. We also pay $325 yearly for maintenance of the coin machine.
  - Door Counter – 455 (We still need the beginning and end numbers)
  - Computer Usage - 20
  - Total Patrons for the Month – 64 / New Patrons for the Month – 1
  - Copies - $20.30 (AT Business Solution's Profit-$25)
  - Fax Service - $5.00
  - Petty Cash - $25.30 ($10 was used for gifts for the seniors)

Board comments, suggestions, and directions to the Library Director(s):

- Trustee Proctor-Harris will direct the Library Director to set up a day (Tuesday or Thursday) for Kel's Kinder Care to come to the library.
- Still need to order headphones for the Seniors.

FRIENDS OF THE LIBRARY REPORT – Trustee G. Dudley, FOTL Liaison
The meeting for July has been canceled and rescheduled for August 20th.

FINANCE REPORT – Trustee Proctor-Harris, Treasurer

- Library Account
    - Beginning Balance- $29,446.59 (as of Aug 13)
    - Deposits - $583.97 (cook county)
    - Bills: $997.47
    - Petty Cash: $25.30 ($10 was used for gifts for the seniors)

A motion was made by Trustee Proctor-Harris and second by Trustee D. Mahaffey to approve the finance report and pay bills totaling $997.47. *The vote passed 6-0-0 (Ayes: M. Mahaffey, Loggins, Proctor-Harris, Dudley, Wells, D. Mahaffey)*

OLD BUSINESS:

- **Senior Day (Wednesday)**
    - Computer Classes have not begun.
    - Crafts-In-A-Bay: Trustee D. Mahaffey will look into doing this activity for the fall.
    - Seniors would like to go back to the Pullman History Museum
- **Community Back to School Event** – This event will take place on Saturday, Aug 15th. We have about four Church's that will participate, along with Kel's Day Care; Police and Fire Department, Dist. 151; Echo School, SSC, Advocate Health, and other outside organizations/vendors. Kel's Day Care is providing a food truck; We received donations from: Rise Rankin/Mrs. Victor; Alfrieda Livingston; Charlotte Griffin; Leatrice Brown, Village of Phoenix, Sterling, Rep Davis, and the Library Trustees. Setup: Trustees will arrive by 10am / Vendors 11am
- **2026-2031 Strategic Plan** – Discuss at the September meeting.
- **Technology Grant** – The board will discuss and approved at the September meeting.
- **Book Club** – There was a suggestion to include the churches in the book club. A report will be given at the September meeting.

NEW BUSINESS:

- **CEDA Services –** These services are for lights and gas, with a $1,500 discount. The library director will call to get a date when this service will begin.
- **Movie in the Park** – August 28th: Jasmine and Trustee Proctor-Harris will test the sound system. We will be selling nachos, but there will be free popcorn for all.
- **Fall-Break Intersession Activities**
    - San Ridge Nature Center

A motion was made by Trustee Mahaffey and second by Trustee Proctor-Harris to adjourn the board meeting. The Vote Passed 6-0-0 (M. Mahaffey, Loggins, Proctor-Harris, Dudley, Wells, D. Mahaffey) Adjournment 7:12pm

Next meeting is scheduled for September 3, 2026

Approved October 14, 2026