

Brazil Library Board Meeting Minutes

Date: August 19, 2026

Time: 6:00 PM

Presiding: Traci Orman, President

Board Members Present

- Traci Orman
- Dr Richard Frankville
- Shelly Watson
- Michael Hagemeyer (Absent)
- Brian Deakins
- Catherine Baker
- William "Trey" Adams
- Brian Deakins

Library Staff Present

- Sarah Trover, Library Director
- Jason Hayes, Business Manager

Public Attendance

Katherine Baughman, The Brazil Times

Approval of Previous Minutes

Minutes from July 22, 2026, meeting were reviewed.

- Motion to approve: Catherine Baker
- Second: Trey Adams
- Result: All in favor.

Business Manager and Treasurer's Report

Approval of Claims

- Claims 4971-5011 in the amount of \$64,186.16. Discussion of increase in insurance premiums.
 - Motion to approve: Dr Richard Frankville
 - Second: Shelly Watson
 - Result: All in favor.

Financial and Fund Reports

- Financial and Fund Reports for July 2026 were presented.
 - Motion to approve: Dr Richard Frankville
 - Second: Trey Adams

- Result: All in favor
 - June 2026 (LIT) received: \$22,947.67
 - July 2026 8% - 3.5% \$33,853.40 remaining (\$20,775.98 encumbered)
 - 2027 Budget Review-presented by Jason Hayes, Business Manager, with discussion in regard to 6% growth factor. September 16 board meeting will include public hearing with adoption of 2027 budget during October 21 meeting.
 - Resolution 08-2026-1-Gift Fund presented in the amount of \$8242.00
 - Public hearing opened at 6:17pm. Katherine Baughman asked for clarification of Resolution 08-2026-1 and a detailed explanation was provided by Jason Hayes, Business Manager (see attached).
 - Motion to close Public Hearing: Brian Deakins
 - Second: Dr Richard Frankville
 - Result: All in favor
 - Motion to approve Resolution 08-2026-1: Dr Richard Frankville
 - Second: Catherine Baker
 - Result: All in favor
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Librarian's Report

July 2026 Usage Statistics

- New Resident Cards: 24, Juvenile 6 (Renewed 20, Juvenile 0)
- Non-Resident Cards:
 - New: 2 (0 juvenile)
 - Renewed: 19 (0 juvenile)
 - Reciprocal: 1
- Circulation of materials: 2504
- New materials added to collection: 135; Deleted: 26
- Digital checkouts:
 - Libby circulation: 955
 - Hoopla: 164
 - Kanopy: 2

New Business

- Non-Resident Library Card Promotion-September unveiling in conjunction with National Library Card Sign-up Month. Staff education on talking points for Non-Resident cards.
- Clay County Community Baby Shower will be held August 29. 24 Vendors have registered. Donations have been made to provide food and door prizes.

Car seat checks and educational classes on Infant CPR, Breastfeeding and Safe Sleep will be provided by various organizations.

Unfinished Business

- Unearth a Story Summer Ready 2026 ended July 31, 2026. Sarah Trover, Librarian, presented the participation numbers.
- Some windows have been replaced. The quote for the upstairs door replacement project was reviewed. Vendor is requiring a 50% deposit before doors are ordered. Sarah will contact library attorney to have a contract written for vendor to sign as money is required prior to completion of door replacement project.

Other Business

Adjournment

- Motion to adjourn: Dr Richard Frankville
- Second: Catherine Baker
- Result: All in favor.
- Meeting adjourned at 7:02pm

Next Meeting

- Date: September 16, 2026
- Time: 6:00 PM

September 16-Budget Hearing

October 21-Budget Adoption

November 18

December 16

Signatures

Traci Orman, President

Shelly Watson, Secretary