

Brazil Library Board Meeting Minutes

Date: June 24, 2025

Time: 6:30 PM

Type: Regular Board Meeting

Board Members Present

- Traci Orman
- Dr. Richard Frankville
- Michael Hagemeyer
- Brian Deakins
- Cathy Baker
- William (Trey) Adams

Board Members Absent

- Shelly Watson

Library Staff Present

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

Public Attendance

- Katherine Baughman

Approval of Previous Minutes

Minutes from the May 2026 meeting were reviewed.

- Motion to approve: Brian Deakins
- Second: Dr. Richard Frankville
- Result: All in favor.

Business Manager and Treasurer's Report

Presented by Jason Hayes, Business Manager.

Approval of Claims

- Claims 4893-4932:
 - Motion to approve: Michael Hagemeyer
 - Second: Trey Adams
 - Result: All in favor.

Financial and Fund Reports

- Financial and Fund Reports for May were presented.
 - Motion to approve: Dr. Richard Frankville

- Second: Cathy Baker
 - Result: All in favor.
 - Local Income Tax (LIT) received:
 - May 2026: \$22,947.67
 - May 2026 8%- 2.64%
 - 2026 Spring Tax Disbursements \$295,546.24
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Librarian's Report

Presented by Sarah Trover, Library Director

May 2026 Usage Statistics

- May Director's Report
 - Library Cards:
 - New Resident: 20| Juvenile: 4| Renewed: 23| Renewed Juvenile: 0
 - New Non-Resident: 2| Juvenile Non-Resident: 1| Renewed: 6
 - Reciprocal: 0
 - Circulation:
 - Physical Materials 1,644
 - Libby: 1,038
 - Hoopla: 151
 - Kanopy: 13
 - Added: 158| Deleted: 388
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New Business

Summer Reading Program 2026

- Discussion held regarding the Summer Reading Program for 2026
 - Last year 98 signed up and this year we have 238 people registered
 - Participants have read 1,044 hours.

Replacing Glass

- Broken Glass
 - Emergency maintenance. No motion needed.
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Unfinished Business

Doors:

Mason Glass will replace doors with new emergency exits for \$9,925.35

- Motion to approve: Dr. Richard Frankville
- Second: Michael Hagemeyer
- Result: All in favor.

Glass Replaced:

Mason Glass will replace glass inside of the original part of the building with tempered glass for \$7,540.

- A second quote is needed for approval
 - Motion to approve: Cathy Baker
 - Second: Trey Adams
 - Result: All in favor.
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Other Business

- **Staff:**
 - Seth Whittle has resigned and his last day is August 6.
 - Sarah Duenez has resigned and her last day is July 30.
 - Interviews have started and there are 8 people on the agenda.
 - **Employee Satisfaction Survey:**
 - Committee is conducting survey then they will meet
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Adjournment

- Motion to adjourn: Michael Hagemeyer
- Second: Dr. Richard Frankville
- Result: All in favor.
- Meeting adjourned at 7:40 PM.

Next Meeting

- Date: July 15, 2025
 - Time: 6:00 PM
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Signatures

Traci Orman, President

Shelly Watson, Secretary