

# Brazil Library Board Meeting Minutes

**Date:** October 15, 2025

**Time:** 6:00 PM

**Presiding:** Traci Orman, President

## Board Members Present

- Traci Orman
- Dr. Richard Frankville
- Teresa McCullough
- Shelly Watson

## Board Members Absent

- Brian Deakins
- Michael Hagemeyer
- Kathy Modesitt

## Library Staff Present

- Jason Hayes, Business Manager

## Public Attendance

No public in attendance.

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## Approval of Previous Minutes

Minutes from September 17, 2025, meeting were reviewed.

- Motion to approve: Teresa McCullough
- Second: Dr Richard Frankville
- Result: All in favor.

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## Business Manager and Treasurer's Report

Presented by Jason Hayes, Business Manager.

## Approval of Claims

- Claims 4539-4578:
  - Motion to approve: Dr Richard Frankville
  - Teresa McCullough
  - Result: All in favor.

## Financial and Fund Reports

- Financial and Fund Reports for September 2025 were presented.
  - Motion to approve: Teresa McCullough

- Second: Dr Richard Frankville
    - Result: All in favor.
  - Local Income Tax (LIT) received:
    - September 2025: \$20,851.00
  - Fiscal Year 2025 Expenditure:
    - September 2025: 8% 5.40%
  - Baker and Taylor book supplier is closing
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## Librarian's Report

### September 2025 Usage Statistics

- New Resident Cards: 22 (3 juvenile, 14 renewed)
  - Non-Resident Cards:
    - New: 6 (0 juvenile)
    - Renewed: 6 (0 juvenile)
  - Circulation of materials: 1,934
  - New materials added to collection: 88 Deleted: 33
  - Digital checkouts:
    - Libby: 980
    - Hoopla: 95
    - Kanopy: 8
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## New Business

- New board member recommendations
- (T McCullough/Brazil Township Trustees)
- Long-Range Plan
- Library Pest Control-requested Sarah Trover reach out to Greg McCoy
- Hot Spot Policy

## Unfinished Business

- **Doors:** Discussion ongoing; no resolution presented. Rick Lewis to provide quote.
  - **Mural Project:** Katy Nelson 43 x 68"
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## Other Business

- None

## **Adjournment**

- Motion to adjourn: Dr Richard Frankville
- Teresa McCullough
- Result: All in favor.
- Meeting adjourned at 6:22 PM.

## **Next Meeting**

- Date: October 15, 2025
- Time: 6:00 PM

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## **Signatures**

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Traci Orman, President

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Shelly Watson, Secretary