

**PHOENIX PUBLIC LIBRARY DISTRICT
MINUTES
JANUARY 8, 2025 – 6:00 P.M.**

The meeting was called to order by President, Martina Mahaffey at 6:04pm

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

Board Member to participate via phone conference.

A motion was made by Wells and seconded by M. Mahaffey to approve E. Loggins to participate in the meeting via phone conference. Loggins was let in at 6:06PM

Prayer –Proctor-Harris

Public Comment- None

MINUTES: A motion was made by Proctor-Harris and seconded by Wells to approve December 8, 2025, and December 18, 2025, minutes (Vote: 7-0-0 (Ayes: Mahaffey; Loggins; Proctor-Harris; Wells; Dudley; Harper and D. Mahaffey).

CORRESPONDENCE – A communication was received by the Illinois State Comptroller Office stating that our AFR was delinquent, but it had been submitted on time.

LIBRARY DIRECTOR REPORT –

- AFR submitted on January 6, 2026
- Per Capita submitted on January 5, 2026
- Free tax service began on February 7th and will go to April 11th.
- Door Counter – 45
- Computer Usage – 25
- New Patrons for the month – 0 / Total Patrons for the month – 37
- Fax Service-\$25.00 / Copy Service - \$30.95 = *\$55.95
 - **Board comments, suggestions and directions for the Library Director:**
 - Work with Library Director putting together a calendar for report and due dates.

FRIENDS OF THE LIBRARY REPORT- G. Dudley, FOTL Liaison

No Report

FINANCE REPORT

- **Library Account:**
 - Beginning Balance - \$25,990.84 (including funds from technology grant-\$4,743.05
 - Deposits – (Cook County)
 - 12/29/2025 -\$5,223.20
 - 12/30/2025 - \$5, 223.20
 - Bills paid totaling: \$610.90(Library Acct)
 - Petty Cash on hand: \$55.95 (collected from fax service \$25 and copies \$30.95

Approved February 5, 2026

A motion was made by Proctor-Harris and seconded by Dudley to approve the finance report and pay bills totaling \$610.90. The vote passed 7-0-0 (Ayes: M. Mahaffey, Proctor-Harris, Loggins, Dudley, Wells, Harper, and D. Mahaffey).

OLD BUSINESS

- **Winter Activity**
 - **Donuts with Santa** – December 13th. there were 6 kids that participated in the activity. Wells and Dudley were also there to help with the activities. Wells suggested that Donuts with Santa be combined with the Park District PJ with Santa next year.
- **Book Club** – December 18th – First 300 page are to be read. The library director will set up a zoom link.
- **Black History Program – February 21, 2026 (11am-4pm):** A flyer has been distributed and posted on FB regarding the program and needing vendors.
- **Activities for Seniors and Adults:**
 - **Play- “For Color Girls”** – 20 tickets have been purchased for the play on February 22nd.
 - **Sip and Paint for Seniors (55 & older)** – A flyer was sent out and posted on FB regarding this free event. Advance registration is required.
- **The list of SEI filers was submitted.**
- **Economic Interest Statement is due May 1st.**

NEW BUSINESS:

- **Youth Activity:**
 - **Poetry Month (March)** – It was suggested that this activity be done during National Library Week.. Additional info will be shared at the February 5th meeting.
 - **Imagine Theater** – Additional info will be share at a later date

Meeting Adjourned at 6:47pm

Next meeting February 5, 2026

Approved February 5, 2026