

**Library Board Meeting**  
**November 11, 2025**  
**7:00 pm**

**Present:** Joe Rice, Kelli McQueen, Marci Heiser, Director Christine Cunningham, and Casey Phillips

**Absent:** David Steckel and Becci Powers

**Visitors:** none

**Call to Order:** Joe called the meeting to order at 7:04pm

**Friends of the Library Report:** Cindy Happ was not here tonight to give an update.

**Secretary's Report:** Kelli moved to approve October's meeting minutes as amended and Marci seconded with a motion passing unanimously.

**Treasurer's Report:** We are 6 months through the budget year and October closed out with account balances totaling \$126,206.66 with a net gain of \$4,064.80.

**Budget Report:** We have spent just over 43% of the budget for this fiscal year. We have now received almost 72% of our estimated working/predictable income for this year.

**Income:** October's bulk of the income came from over \$9,000 received from tax levy collection. Total income for the month was \$9,583.91 with Year to Date Income less expenses total increasing to \$15,703.69.

**Bills:** Marci moved to approve Visa Debit charges totaling \$400.54 from Amazon and Thrift Books. Kelli seconded and the motion passed unanimously.

**Other Bills to Note:** IL Dept. of Revenue for \$107.76 for income tax withholdings on payroll, \$50.70 to IL Employment Security, \$1,448.21 to the US Treasury, and \$360 to Puzey & Wright.

**Librarian's Report:** See report for further details. Highlights were receiving nearly 300 visitors during the Village Halloween Party, and Christine ordered a Dell laptop with Adobe software.

**Old Business**

**Bank Signature:** The signature card is in process of being completed by everyone at Prospect Bank.

**Per Capita:** Due 1/30/26 and Christine is working on sending it to us for review.

**Serving Our Public:** Review Chapters 1-6, tabled due to missing members

**Information Literacy Month:** Theme is “Know”-vember with educational materials on Fact vs Fiction: Is it AI or real?

**Plan Charitable Giving:** still working on outline

**Family Reading Night:** set for November 20

## **New Business**

**Trustee G-Drive:** Tabled until David returns

**Electronic Content Consortium for E-Resources:** To move our former subscription from Boundless (Baker & Taylor) over to a new provider, Libby, it will cost \$185/year with a prorated amount due for this term.

**Adjourn:** Marci moved to adjourn the meeting at 7:33pm, and Kelli seconded with motion passing unanimously.

Next scheduled monthly meeting: Tuesday, Dec. 9, 2025 @ 7:00pm

Minutes submitted by: Casey Phillips, Secretary