

Library Board Meeting
September 9, 2025
7:00 pm

Present: Kelli McQueen, Marci Heiser, Becci Powers, Director Christine Cunningham, David Steckel, Joe Rice, and Casey Phillips

Absent: none

Visitors: Cindy Happ with Friends of the Library

Call to Order: Joe called the meeting to order at 7:02pm

Public Comment: none

Appoint New Trustees: A motion was made by David for Kelli McQueen to fill the open position of library trustee and seconded by Becci. Motion passed with unanimous approval.

Oath of Office for New/Re-elected Trustees: Kelli McQueen was sworn in by Joe.
Welcome Kelli!

Friends of the Library Report: Cindy gave an update on the bookmark contest with the winning artists having their bookmarks printed and distributed and they raised over \$80 for the library. The Strong Man Show, sponsored by the Friends, is set for 5:30pm at the Broadlands Festival later this month.

Secretary's Report: Becci moved to approve August's meeting minutes as submitted by Casey and David seconded with a motion passing unanimously.

Treasurer's Report: We are 4 months through the budget year and August closed out with account balances totaling \$123,112.36 with a net gain of \$3,381.87.

Budget Report: We have spent just over 29% of the budget for this fiscal year. We have now received over 52% of our estimated working/predictable income for this year.

Income: This month's bulk of the income came from \$3,429.28 in tax levies received and a \$1,582.68 per capita grant coming in. We also brought in nearly \$500 in membership fees and over \$250 in C.D. interest as well! Total August Income was \$5,918.49 with Year to Date Income less expenses total increasing to \$12,609.39.

Bills: Casey moved to approve Visa Debit charges totaling \$228.03 from Amazon, Barnes & Noble, and Walmart. Becci seconded and the motion passed unanimously.

Becci motioned to approve payment to Baker & Taylor for \$187.62 and annual renewal LibraryWorld for \$540. Kelli seconded and motion passed unanimously.

Other Bills to Note: IL Dept. of Revenue for \$118.97

Librarian's Report: See report for further details. New legislation is requiring public libraries to keep on hand and be trained to administer naloxone as required by House Bill 1910. Christine will be reaching out to the county health department to inquire about kits and opioid overdose training.

Old Business

Review and Approve Policies: Becci moved to approve policies as amended and Marci seconded with motion passing unanimously.

9/20 Broadlands Festival: The festival is set for Saturday Sept 20, and Christine is checking if Sophie can sub at the library that day so Christine can be present at the Friends of the Library activities in Broadlands.

Technology Grant Update: The new children's computer is functioning great and Christine is looking into laptop options for presentation purposes next.

New Business

Elect New President: Marci moved to nominate David to assume the role of board president and Becci seconded with motion passing unanimously. Thank you David!

Appoint SEI Coordinator: Christine has been working that role with the help of the Village Clerk, Sharon, and she will add trustee training columns to her tracking spreadsheet to help all members stay up to date.

Appoint FOIA Officer: David volunteered to take on this role.

Assign Ethics Officer: Joe accepted the duties of the Ethics Officer.

Annual Sexual Harassment Training: We are waiting for the training window to open online to complete the module.

Treasurer Audit Prep: Completed and approved by the auditor

Adjourn: Joe moved to adjourn the meeting at 8:23pm, and Kelli seconded with motion passing unanimously.

Next scheduled monthly meeting: Tuesday, Oct. 14, 2025 @ 7:00pm

Minutes submitted by: Casey Phillips, Secretary