APPROVED 10/13/25

Yorkville Public Library
Board of Trustees
Monday, September 8, 2025 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The Library Board of Trustees meeting was called to order at 7:00pm by Vice-President Keri Pesola, roll was called and a quorum was established.

Roll Call:
Sharon Mix-yes, Valerie Burd-yes, Tara Schumacher-yes, Jason Hedman-yes, Keri Pesola-yes, Ryan Forristall-yes

Absent: Theron Garcia, Jackie Milschewski, Wendy Gatz

Others Present:
Library Director Shelley Augustine

Recognition of Visitors: Ms. Pesola recognized staff.

Amendments to the Agenda: None

Presentations: None

Approval of Minutes: August 11, 2025 Library Board of Trustees
Motion by Mr. Hedman and second by Ms. Schumacher, to approve the minutes as presented. Roll call: Mix-yes, Burd-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Forristall-yes. Carried 6-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:
Ms. Mix gave the report on behalf of Friends of the Library President Kathi Bell who was unable to attend the Board meeting. The 1-day used book sale netted $9,099.19 and reflected at least 337 volunteer hours. The treasurer's report listed $23,584.08 which does not include the book sale money. The Friends have been selling library apparel and developed a flier for this fundraiser. Friends of the Library members voted to create their own website, though they will continue to be featured on the library's website. This action will allow the Friends to acknowledge corporate sponsors. September is their membership drive and all Board of Trustees are invited to join as well. Ms. Mix presented a flier for the membership drive. October is National Pizza month and the Friends will hold a restaurant fundraiser on Monday, October 13th at Maciano's Pizza. On October 22nd, the Friends will sponsor a Halloween trivia night.

Staff Comment: None

Report of the Treasurer:
Financial Statement & Payment of Bills
Director Augustine presented the report and said her credit card is at $1,900 which includes payments for 2 Treasurer's bonds and Crime Insurance Policy renewal. She said the bill list is small this month.

Mr. Hedman made a motion to approve the bill list as presented and Ms. Schumacher seconded.

$17,974.96	Accounts Payable
$67,499.40	Payroll
$85,474.36	**Total**

Roll call: Burd-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Forristall-yes, Mix-yes. Carried 6-0.

Report of the Library Director:
Director Augustine reported the following:

1. She included pictures of the book sale and noted that 1,600 people (patrons and book sale customers) came through the door that day.
2. Verde will start the LED upgrade next week and it will be completed in about a week.
3. The new meeting room chairs have been ordered and will be delivered in early October. A $5,000 donation from the Friends was received.
4. A service call was needed for the handicapped door switch. The other switches were examined at the same time and a leak was found in one and repairs will be made.
5. The e-rate consultant was contacted and he will re-bid the server switches to include the installation and configuration.
6. PUG Day will be attended by 19 staff members at East Moline on September 26. Since the library is closed that day, the carpets will be cleaned.
7. An email was sent to all Trustees regarding setting up an L2 account (Learning Account) through RAILS. It allows the staff and Trustees to register for various library-related events.
8. Director has been asked to be a part of Senior Services Advisory Council which meets on the first Monday of the month.
9. The mobile AID Crisis Unit was called to assist an individual in need of housing.
10. An ILA newsletter provided information regarding a Noon Network webinar with many library topics, on November 5th. A link to this webinar is in the agenda packet and is titled "Be the Best Trustee You Can Be".
11. The new mobile app will go live September 29 and is titled PrairieCat on the Go. The old one will be phased out a month later.

City Council Liaison: None

Standing Committees: None

Unfinished Business:

Discussion/Approval Early Closing for Homecoming Parade

This topic was discussed briefly at the August meeting. Director Augustine made a recommendation to close the library at 4pm on the day of the Homecoming Parade, October 2. Mr. Hedman moved and Ms. Schumacher seconded the motion to close the library early at 4pm on Thursday, October 2. Roll call: Schumacher-yes, Hedman-yes, Pesola-yes, Forristall-yes, Mix-yes, Burd-yes. Carried 6-0. Ms. Augustine will post this information.

New Business:

Approve Policy Revision of Non-Resident Library Cards

Approval of a portion of the Non-Resident Card Policy is needed. Ms. Augustine said there are 3 portions to this policy: Eligibility, Fee Structure and Payment Options. The reason for this change is that the Governor signed House Bill 42 which allows library Boards to offer non-resident library cards either bi-annually or quarterly. They can still be purchased on an annual basis. Ms. Augustine recommended bi-annually and the Circulation Manager will manage these payment options. There was a brief discussion of the pros and cons. It was noted that patrons may not come back after the first six months. Ms. Augustine also noted the tax rate has gone down so patrons may see a decrease and pay annually.

It was moved by Ms. Pesola and seconded by Ms. Schumacher to approve the policy revision regarding non-resident library card payments. Roll call: Hedman-yes, Pesola-yes, Forristall-yes, Mix-yes, Burd-yes, Schumacher-yes. Carried 6-0.

Review Illinois Public Library Standards-Access, Governance & Administration, Human Resources and Safety & Emergency Preparedness

Ms. Augustine said 4 of the Illinois Public Library Standards will be reviewed each month through December, except October when she will be attending a conference. The report is due in January. She briefly discussed the 4 standards listed above and if the library is currently following them. The standards cover many aspects of the library's operation which includes hours of operation, circulation options, open meeting regulations, ongoing education, building features, staffing levels, usage of library space, succession plan, training, FOIA requests, staff development, and others.

Other: None

Executive Session: None

New Business cont. None

Adjournment:

There was no further business and Ms. Pesola moved and Ms. Schumacher seconded to adjourn. Roll call: Pesola-yes, Forristall-yes, Mix-yes, Burd-yes, Schumacher-yes, Hedman-yes. Carried 6-0. Adjourned at 7:47pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker