APPROVED 4/13/26

Yorkville Public Library

Board of Trustees
Monday, March 9, 2026 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

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

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

Absent: Wendy Gatz

Others Present:
Library Director Shelley Augustine, Friends of the Library President Kathi Bell, Circulation Manager Sharyl Iwanski-Goist, Community Engagement & Marketing Specialist Megan Carey, Patrick Callahan-Studio GC, Darren Schretter-Studio GC, Brody Sharp-Studio GC

Recognition of Visitors: Ms. Garcia recognized staff and guests.

Amendments to the Agenda: None

Presentations: None

Minutes: February 9, 2026
Motion by Ms. Garcia and second by Ms. Milschewski, to approve the minutes as presented. Roll call: Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Mix-yes, Burd-yes, Schumacher-yes, Hedman-yes. Carried 8-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:
Ms. Bell reported on the funds held by the Friends of the Library. She also noted the used book sale was held on March 7 and preliminary figures show over $5,600 profit and over $2,400 from the raffle. She also reported on the proposed bylaw amendment change for the terms of officers and said it will be voted on in April. The budget will also be voted on then. There is also a proposed amendment regarding 2 levels of membership. The Friends will recognize the library workers day by providing a box lunch on April 21. March 23 is the next meeting for the Friends' Board of Directors. As a fun fact, Director Augustine found the value of one library volunteer hour in Illinois is $34.29 and the Friends' secretary calculated this information. In 2025, there were 1,823 volunteer hours times $34.29 which equals $62,510.67.

Staff Comment:

Strategic Plan/Department Updates from Circulation

Circulation Manager Ms. Iwanski-Goist presented a report and handout for the Circulation Department. She said the front desk staff are the first persons the patrons see and they receive many compliments for their friendliness.

Seven of the 10 front desk staff are cross trained to work in other areas. She presented statistics on the number of materials borrowed and the savings from using the library vs. buying the materials. Her handout also included info on mobile app use, number of patrons and library cards, delivery of library materials to 41 patrons not able to come to the library (Sharon Mix takes the materials to them), applying for cards on-line, items from other libraries and relationships staff has established with group home patrons.

Marketing Plan from Marketing Specialist

Ms. Carey also presented a report and gave a handout regarding marketing. She said 2 of her goals in the Strategic Plan Goals are outreach and communications with a focus on community. She explained the various platforms used, said there will be more accessibility and shared the social media goals. In her handout she provided statistics for social media engagement and outreach, detailed outreach activities, accessibility to library, communication methods, methods for growth and a detailed list of numbers of social media viewers and other platforms.

Report of the Treasurer:

Financial Statement & Payment of Bills

Treasurer Milschewski said there was nothing of note in the report this month.

Payment of Bills

She entertained a motion to approve the payment of bills as follows, seconded by Ms. Garcia.

$13,477.90	Accounts Payable
$46,644.34	Payroll
$60,122.24	**Total**

Roll call: Garcia-yes, Mix-yes, Burd-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Forristall-yes. Carried 8-0.

Report of the Library Director:

Director Augustine reported the following:

1. New printer is needed in the kids' department.
2. Had issue with sediment in the upstairs bathroom due to a new anodyne rod and mixing valve needed. Also, a water heater pipe had been installed backwards, so the mixing of hot and cold was the reason for the sediment.
3. A water filling station has been installed on first floor
4. The chiller would not go on due to mice having chewed 5 wires. The cost to replace each wire by Carrier will cost $350-$500 for each one
5. Pest control will install fencing around the chiller base to keep leaves out, which provide nesting materials for the rodents.
6. She attended a meeting in Elburn with a rep from Illinois State Library who answered questions about IPLAR. These reps will also do an audit on how staff spends the grant funds.
7. Library has partnered with 16 other libraries for the "Library Road Trip" which runs from March 28 through April 30. Prizes are sponsored by Friends of the Library.
8. April 11 is the Tablescape event. Tickets go on sale today, Midwest Bank will provide refreshments and an acoustic guitarist will play music.
9. Met with Kendall County Economic Development Director. They are having a job fair in April and will conduct pre-employment job fair workshops at the library.
10. Had conversation with Mayor regarding possible funds, ($130,000 for the library) from future data centers.

City Council Liaison: None

Standing Committees: None

Unfinished Business:

Representatives from Studio GC Architecture & Interiors
Space Planning Consultant Discussion

Three representatives from Studio GC Architecture & Interiors were invited to provide information to the Board regarding a space study for the library. They also provided a handout highlighting previous library projects they have done. Mr. Callahan said they pride themselves on providing personalized service and specific plan for the library. One of their four specialty areas is libraries. Mr. Schretter added that technology is the biggest driver of change at libraries. He discussed the four components of a space needs study. They gather the data and analyze it, then break the project into phases, focus on funding and implementation. They noted their company is updating the Aurora Library and branches.

Ms. Augustine said that any project costing over $25,000 must go to RFP, however, Mr. Callahan said usually the cost is below that. Mr. Hedman asked how long a space needs study would last. It is typical for it to be 8 weeks and depends also on the amount of community engagement. It was noted that the library already has surveys from the Strategic Plan. The study would also require time involvement for the Director and staff. The Board will discuss this further.

New Business:

Additional Shelving in Youth & Circulation Department

Ms. Augustine said these 2 departments have requested additional shelving and she provided 2 quotes. The first one is for $9,811.58 and is within her threshhold for purchase, but she wanted the board to be aware. Prior to purchase, she will request photos of the shelving to be sure it matches the existing ones.

File SEI (Statement of Economic Interest) before 5/1/26

Ms. Augustine reminded the Trustees to file their individual statements prior to May 1. She also gave them a handout to explain the form.

Other:

Ms. Pesola thanked Ms. Augustine for always being proactive and taking the initiative to exceed what is done in other libraries

Executive Session: None

New Business cont. None

Adjournment:

There was no further business and Ms. Garcia moved to adjourn the meeting. Unanimous voice vote approval. Adjourned at 8:16pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker