APPROVED 6/8/26

Yorkville Public Library

Board of Trustees
Monday, May 11, 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:
Wendy Gatz-yes, Theron Garcia-yes, Sharon Mix-yes, Tara Schumacher-yes, Jason Hedman-yes, Keri Pesola-yes

Absent: Jackie Milschewski, Ryan Forristall

Others Present:
Library Director Shelley Augustine, Friends of the Library President Kathi Bell, Alderman Craig Soling

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

Amendments to the Agenda: None

Presentations: None

Minutes: April 13, 2026
Motion by Mr. Hedman and second by Ms. Garcia, to approve the minutes as presented. Roll call: Gatz-yes, Garcia-yes, Mix-yes, Schumacher-yes, Hedman-yes, Pesola-yes. Carried 6-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:
Ms. Bell reported the following. The Friends met this morning and the Treasurer presented her report. National Library Week was observed in April and the Friends purchased box lunches for the library staff. The chairpersons of the various events of the year met and finalized the calendar for the year. Judy Somerlot will chair the Fourth of July parade committee and glow-sticks will be purchased as a giveaway. Ms. Bell attended the Senior Services Kendall Advisory meeting and she will continue to attend as able. The Friends' closet was cleaned and a new set of walkie talkies was found which will be donated to an appropriate group.

Staff Comment: None

Report of the Treasurer:
Financial Statement & Payment of Bills
Ms. Augustine presented the report and said the check register was split into FY26 and FY27. The final payment for the chiller was made on the FY26 report. Another large check was issued to one of the new book suppliers who now has more rapid production dates. Oak Brook Mechanical Services also had a payment for repair of wires damaged by rodents. The remainder of the bills are standard. Ms. Garcia moved to pay the bills as follows and Ms. Schumacher seconded.

Payment of Bills

$33,356.86	Accounts Payable
$47,264.84	Payroll
$80,621.76	**Total**

Roll call: Garcia-yes, Mix-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Gatz-yes. Carried 6-0.

Report of the Library Director:

Director Augustine reported the following:

1. She submitted a supplemental survey for HR Library Source. The report asks for salaries and employment info and provides a source of comparisons.
2. Live traps were set for rodents that are chewing wires.
3. She confirmed that an air sensor and oil line cable that were needed for the chiller were covered under the warranty.
4. Some Tablescape event pictures were included in the agenda packet.
5. The city contract for cleaning expires this year and the Director requested the present firm be allowed to continue.
6. E-waste pickup was done.
7. Staff member needed medical attention and a workman's comp claim was submitted.
8. Ms. Augustine thanked President Garcia for treats she brought during National Library Week and the Friends provided box lunches.
9. Director attended celebrations of life for 2 men's book club members. Family members contributed a substantial amount of memorial money.
10. Two architectural firms did a walk-through and one did a phone interview, (in relation to the space needs study).
11. She reached out to state representative and requested he vote in favor of SB5236 Digital Library Protection Act which gives libraries negotiating room with publishers for more affordable e-books. It has passed 99-0 in the House and it moves to the Senate for a vote. E-books cost a large amount of library budgets. Alderman Soling said he would reach out to Sue Rezin for her support.
12. Reached out to HR Source for assistance with a disciplinary matter.

City Council Liaison: None

Standing Committees:

A Personnel Committee meeting was held just prior to this Board meeting. They discussed alternative evaluation forms and decided to present them to the Board. Ms. Garcia asked the Board members to review the forms and asked for their approval of the committee recommendation. Ms. Schumacher moved to approve the recommended form and Mr. Hedman seconded the motion. Roll call: Schumacher-yes, Hedman-yes, Pesola-yes, Gatz-yes, Garcia-yes, Mix-yes. Carried 6-0.

Unfinished Business:

Space Planning Consultant Discussion/Approval

Director Augustine sent requests for Statements of Qualifications (SOQ's) to 7 architectural firms and there are 5 submissions for consideration. All submissions met the qualifications, yet all were different. The Board discussed each company and narrowed their choices to Studio GC, Engberg Anderson, Product Architecture + Design and Williams Architects to give presentations. Studio GC, who previously came to the library, works with the school district also. Williams has also worked with nearby libraries and Ms. Augustine will contact those libraries. She also mentioned that the engineering firm associated with Engberg Anderson, drew the library's chiller plans.

Ms. Augustine suggested that the Board decide how long each company would speak during their presentation, and whether or not to provide a list of questions ahead of time. She provided a list of possible questions. She suggested a 15 minute presentation and 15 minutes for Q & A to which the Board agreed. Two interviews will be done next month and two the following month. It was decided not to give questions ahead of time, but use the list as a guide.

Alderman Soling suggested asking how the firms work within budgets and contingencies and and if they have a list of preferred contractors so the library can vet them ahead of time. He said when the library makes a decision about which firm to use, they will automatically use their list of contractors. It was decided to ask for the contractor list upfront and present to the Facilities Manager for vetting.

New Business:

Approval to Close Library Friday, September 25 for Staff In-Service Day

Ms. Augustine requested approval to close the library on September 25 for a staff in-service day. She said they do this every other year in conjunction with PrairieCat. Last year, the staff went to East Moline. This year PrairieCat is providing virtual training on the same day, so library staff may remotely attend some of the training sessions. There will also be safety training and managers will provide some training. She noted the schools are closed that day also. Ms. Garcia made a motion to approve the library closure on September 25 and Ms. Schumacher seconded. Roll call: Hedman-yes, Pesola-yes, Gatz-yes, Garcia-yes, Mix-yes, Schumacher-yes. Carried 6-0.

Other:

The Director said next month's agenda will include a list of dates that the Friends would like the library to be open for special events.

Executive Session: None

New Business cont. None

Adjournment:

There was no further business and Ms. Garcia moved to adjourn the meeting with unanimous voice vote approval. Adjourned at 7:39pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker