APPROVED 9/14/26

Yorkville Public Library

Board of Trustees
Monday, August 10, 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:
Jackie Milschewski-yes, Ryan Forristall-yes, Theron Garcia-yes, Sharon Mix-yes, Jason Hedman-yes, Keri Pesola-yes

Absent: Wendy Gatz, Tara Schumacher

Others Present:
Library Director Shelley Augustine

Recognition of Visitors: Ms. Garcia recognized staff.

Amendments to the Agenda: None

Presentations: None

Minutes: July 13, 2026: Personnel Committee & Board of Trustees
Motion by Ms. Milschewski and second by Ms. Garcia, to approve the minutes as presented. Roll call: Forristall-yes, Garcia-yes, Mix-yes, Hedman-yes, Pesola-yes, Milschewski-yes
Carried 6-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:
Ms. Mix reported the following:
She said the treasurer gave the report at the Friends meeting. Ms. Mix announced that Ms. Augustine has received a letter from a company called Turning Point Energy which is building a solar farm by Bristol and one of the components of their Mission Statement is to give back to the community. Turning Point has chosen to donate $20,000 to the library and upon a recommendation by Ms. Augustine, the donation will be made to the Friends of the Library. At the recent fundraiser at Panera, $337 was donated to the library. The used book sale will be held on September 5 along with merchandise for sale. The membership committee met and a few new ideas were discussed to bring in new members and also to increase the number of corporate sponsors.

Staff Comment: None

Report of the Treasurer:

Financial Statement & Payment of Bills

Treasurer Milschewski made a motion to approve the bill list as presented and Ms. Garcia seconded.

Payment of Bills

$22,049.13	Accounts Payable
$76,779.67	Payroll
$98,828.80	**Total**

Roll call: Forristall-yes, Garcia-yes, Mix-yes, Hedman-yes, Pesola-yes, Milschewski-yes. Carried 6-0.

Report of the Library Director:

Director Augustine reported the following:

1. Summer reading pictures are included in the packet and 930 reading logs were collected.
2. Library is partnering with Illinois Literacy Foundation who partners with the Chicago Cubs. Names of the reading program participants will be submitted to the Cubs for a chance to throw out the first pitch.
3. Library received an email from CISA which will be discussed under New Business.
4. E-rate switches will be ordered for the IT room following a bid process.
5. Two shelving units should be delivered tomorrow.
6. Two part-time employees started today.
7. Director registered for annual Illinois Library Association conference in Peoria in October.
8. Pictures of parade walkers are in the packet
9. The annual report is on the website.
10. Five organizations reached out to Ms. Augustine for partnerships.

City Council Liaison: None

Standing Committees: None

Unfinished Business:

Space Planning Consultants Discussion/Approval

Director Augustine compiled a list of notes for negotiating with architectural firms and reached out to the library attorney regarding the process. The top firm must be selected by the board, then negotiations begin with them for a contract. If negotiations fail, then the second chosen firm will be contacted. Ms. Augustine has asked Board members Forristall and Milschewski to assist with a plan for negotiations. Director Augustine has selected some items to consider and also included language for a simple scope of work using information the library already possesses. Deliverables will also be discussed.

Ms. Augustine then asked the Board to make their selection of their top 2 firms. After brief discussion and citing the reasons for their preferences, a motion was made by Ms. Garcia, seconded by Mr. Hedman, selecting Williams Architects as their first choice. Roll call: Hedman-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Mix-yes. Carried 6-0.

The Board then discussed fees for the first scope of work and selected Plan B fees of $12,000 to $14,000 with a second choice of Plan C with fees of $14,000 to $16,000 (from Plans included in the agenda packet) as a guideline. A motion will be made when the proposal is secured.

New Business:

IT Services Proposals Discussion/Approval

Ms. Garcia asked Trustee Hedman to lead this discussion. Mr. Hedman referred to the item in the Director's report regarding a notification from CISA which is part of the Homeland Security and responsible for cyber responses. CISA receives information about cyber threats or compromises and in turn, notifies the affected business. Ms. Augustine said a notification had been received from CISA, she notified Mr. Hedman and they verified that it was valid. CISA said some library equipment had a vulnerability, was unpatched and was

attempted to be compromised by an outside source. Mr. Hedman assessed the situation and took some preliminary steps to prohibit any further nefarious action and ultimately recommended that an outside group be

brought in to assess the issue. He said fortunately the system was not breached or accessed and it was patched. He said cyber security has become much more sophisticated and perhaps the library has outgrown its current support company.

Due to this incident, he said two proposals for IT support have been obtained by Ms. Augustine. The first proposal is from Outsource IT Solutions Group who also came on site. Mr. Hedman spoke with the tech that came to the library. The second proposal is from Interdev who the city currently uses and has had a positive response. Mr. Hedman said the pricing is different because Interdev works with larger municipalities and their pricing may not scale down well for an individual library. He said Outsource contracts directly with individual libraries. He likes the unlimited support from Outsource while Interdev is capped at 16 hours per month which do not roll over. He also noted that project work costs are excluded in both these scopes. Both senior techs from Outsource live in Yorkville and one would likely serve the library. Both proposals are one-year agreements.

Mr. Forristall thanked Mr. Hedman for his attention to this situation and the work with Outsource. Other Board members strongly concurred. Ms. Augustine noted that the responding tech said the library was very fortunate to have Mr. Hedman on the Board. Mr. Hedman said he will continue to monitor things from a Board perspective for whichever firm is selected.

Mr. Hedman noted there are funds in the budget for IT service. Mr. Forristall asked how much we currently spend. The current tech bills his work at $60 per hour and the approximate cost per month is $750.

Ms. Garcia made a motion to contract with Outsource IT Solutions Group for library IT services with the proposal presented. Ms. Milschewski seconded. Roll call: Hedman-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Mix-yes. Carried 6-0.

Disaster Plan Update

Ms. Augustine said this plan is updated annually and she removed and added some items including information on tornado warnings compliance. No vote was needed since this is procedural.

Discussion/Approval Early Closing for Homecoming Parade

Last year, the library closed at 4pm and barricades were put up at that time. Ms. Garcia moved and Ms. Milschewski seconded to approve early closing of the library at 4pm on September 17 for the Homecoming Parade. Roll call: Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Mix-yes, Hedman-yes. Carried 6-0.

Other: None

Executive Session: None

New Business cont. None

Adjournment:

There was no further business and Ms. Garcia moved to adjourn the meeting. There was a unanimous voice vote approval and the meeting adjourned at 7:37pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker