

Red Bud Public Library Board of Trustees Meeting

Thursday March 12, 2026 at 5:00pm

I. Call to Order

II. Roll Call

III. Public Comments

IV. Minutes - Review, Discuss, Approve/Disapprove

- A. January 2026, February 2026

V. Treasurer's Report - Review, Discuss, Approve/Disapprove

- A. Deposit - January 2026, February 2026
- B. Library Bills - January 2026, February 2026
- C. Financial Reports - January 2026, February 2026
- D. Investment Report - January 2026, February 2026

VI. Librarian's Report - Review, Discuss, Approve/Disapprove

- A. Circulation, Attendance, New Patrons - January 2026, February 2026
- B. In-Person Programs and Attendance - January 2026, February 2026

VII. Old Business

- A. Jamie and Bailee are registered for the Friday April 10 2026 Reaching Forward South Conference (\$105/per person); Library will be closed. Previously approved at the October 2025 Library Board Meeting
- B. Jamie was unable to complete the Mini Construction Grant Application (Up to \$35,000) due to missing documentation needed. Nevois Construction provided rough estimates for ADA compliant main entry doors and new hydraulic systems for restroom doors. Custom Floors and More provided rough estimates for flooring. Budget Blinds provided price quotes for new window coverings. All consultations were done on January 8 and January 9, 2026.
- C. Lazerware has had some staff adjustments but will be working on updating the Microsoft Licensing. Drew will be Library's Tech consultant (previously Tony Hayden)

VIII. New Business

- A. Jamie has been out since February 17, 2026 due to injury; Bailee has been the sole staff member while Jamie recovers. Jamie will be out the remainder of March through April 18, at least (6 week recovery).
- B. Library was closed March 7 due to unforeseen circumstances regarding staff
- C. The Library was selected for the IHLS Delivery Tubs Grant (20 tubs with lids; will be used for storage purposes)

- D. Lazerware monthly rate increase starting July 2026 (Currently \$410.64 and will be \$439.80). Will adjust FY27 Budget request to reflect this
- E. Stephen Kennedy, Professional Freelance Photographer, came to Red Bud to incorporate the Library in his '618 Illinois Libraries' project
- F. Spring Book Sale planned for March 23-March 28; looking for volunteers to help set-up
- G. Jamie wrote a Letter of Intent to the Regional Office of Education on behalf of Monroe-Randolph ROE's Adult Education and Family Literacy Programs.
- H. Trustees with April 30, 2026 term expiration: Kristy Cooper, Christopher Moll (Pro-Tem), Debra Gielow. If reinstated, Trustee terms will expire on April 30, 2029
- I. Trustees will be receiving an expenses survey report from Illinois Comptroller (Randolph County Courthouse); survey to be mailed back by May 1, 2026.
- J. IPLAR (Illinois Public Library Annual Report) is coming up in April/June.
- K. Discuss and Vote:
 - Temporarily change the hours of the Library while Jamie is recovering from injury (out at least through April 18, 2026; down to one staff member). Temporary hours would be closing the Library Fridays and Saturdays through April 18, 2026; Monday-Thursday hours to remain 12pm-7pm.
 - Jamie had a meeting via Zoom with City Hall Finance Officer, Liz Cowell, and Mayor Susan Harbough for the requested budget proposal FY2027 (May 1, 2026-April 30, 2027); proposal is attached.
 - Wilson and Sons contract agreement for 2026; City will transfer in expenses since the Library is a City-owned building.
 - Trustees to resign or reinstate: Kristy Cooper, Christopher Moll, Debra Gielow
 - Ashley Hentis as a new Library Board Trustee (Staff Letter of Referral). If approved, she will be a ProTem Trustee through April 30, 2028, finishing out Blenda Ingalls' term.
 - Jennifer Walker Letter of Recommendation from Debra Gielow to become a Library Board Trustee
 - Officer Elections will be held at the April 9 Board Meeting. Current 2025-2026 Officers: President, Christina Gidley; Vice President, Christopher Moll; Treasurer, Patricia Sachtleben; Secretary, Kristy Cooper.
- L. Review/Discuss/Potential Vote:
 - Jamie applied for and has been accepted to attend the Directors University Advanced Training. Due to injury, she has opted out of attending due to limited mobility and time of scheduling for returning to work.
 - America's Best Cleaning, LLC made a price quote to professionally clean the Library carpet (Price quote is available to review); Will need at least two additional quotes. Payment will be made from the 'Capital Outlay-Buildings' Account
 - 2025/2026 Illinois Public Standards Booklet replaces what is currently in Trustee Binders. Please review for next meeting:
 - a) Chapter 1 Access: Standards 1-12
 - b) Chapter 2 Advocacy & Community Engagement: Standards 1-6

- Policy and Procedure Committee: Patricia Sachtleben and Bailee McCarthy corresponded through email
 - a) Policies: 'Privacy and Confidentiality'; 'Copyright'; 'Borrower's Card'; 'Circulation'; 'Library Book Club'; Cleaning and Safety'

M. Staff and Board Work Days: Set up and Take Down Spring Book Sale

N. Library Monthly Programs

- **Adult Book Club** (2nd Wednesday, 10:00am)
 - a) March 11: *The Hazelbourne Ladies Motorcycle and Flying Club* by Helen Simonson
 - b) April 8: *Point of Danger* by Irene Hannon
- **Evening Book Club has been disbanded** due to lack of interest
- **LEGOs** (Tuesday: 1pm-6pm; Saturday: 10am-12pm)
 - a) March: Tuesday 10; No Saturday LEGOs
 - b) April: Tuesday 14; No Saturday LEGOs
- **Storytime**
 - a) No March Storytime
- **Adult Coloring Days, 12:30pm-6:30pm**, Select Mondays of each month
 - a) March 9, March 23
 - b) April 6, April 20
- **Senior Link Game Day** March 20 at 1:30pm-3:30pm
- **Puzzle Race** was on February 27; 7 total tables, 17 in attendance; Another Puzzle Race is being planned for end of April

O. Additional business for next month agenda

IX. Adjournment

A. Next Library Board Meeting: April 9 at 5:00pm at the Red Bud Public Library