

Red Bud Public Library Board Meeting Minutes

Thursday, March 12, 2026 at 5:00 p.m.

I. Call to Order

The meeting was called to order by President Chris Gidley at 5:03PM.

II. Roll Call

Members present: President Christina Gidley, Vice President Chris Moll, Treasurer Patricia Sachtleben, Secretary Kristy Cooper, Trustee Debbie Gielow, City Council Member/Library Liaison Bryce Parsons

Others present: Library Assistant, Bailee McCarthy (filling in for Library Director, Jamie Joost)

Members absent: Trustee Jamie McClellan, Trustee Cathy Thompson, Trustee Jill Miesner

III. Public Comments

There were no public comments.

IV. Minutes

The minutes from January 8, 2026 and February 12, 2026 were in the packet. **Patricia Sachtleben made a motion to approve the minutes from January 8, 2026 and February 12, 2026; Chris Moll seconded.** The minutes were approved as handed out.

V. Treasurer's Report

The Treasurer's Reports for January and February were reviewed and discussed. **Debra Gielow made a motion to accept the Treasurer's Report as presented. Kristy Cooper seconded.** Financial reports and monthly Library deposits are attached.

VI. Librarian's Report

A copy of the librarian's report was included in the packets. Library Assistant, Bailee McCarthy reviews attendance of programs, computer usage, and board room usage. Bailee stated that stats were on track compared to last year's stats. Bailee and Jamie have asked IHLS for clarification on the correct process of inactive patrons with outstanding fees. These fees account for over \$3,000.

VII. Old Business

Jamie and Bailee are registered for Friday, April 10, 2026 Reaching Forward South Conference. The library will be closed. This was previously approved at the October 2025 Library Board meeting. Both Jamie and Bailee will attend the conference.

Mini Construction Grant application (up to \$35,000): Jamie was unable to complete the Mini Construction Grant Application due to missing documentation needed. Nevois Construction came to put together a rough estimate for ADA Compliant automatic main door and fixing restroom doors. Custom Floors & More to do a rough estimate on new flooring. Budget Blinds provided a free consultation and price quote for new window treatments.

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).

New Business

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 through at least April 18.

The Library was closed March 7 due to unforeseen circumstances regarding staff.

The Library was selected for IHLS Delivery Tubs Grant (20 tubs with lids)

Lazerware monthly rate increase starting July 2026. The current price is \$410.64 per month. It will increase to \$439.80 per month. Jamie will adjust the FY27 budget to reflect the increase.

Stephen Kennedy, professional freelance photographer, came to the library to incorporate in his '618 Illinois Libraries' project.

Spring Book Sale is planned for March 23-28. Volunteers are needed to help set-up from March 18-21.

Jamie wrote a letter of intent to the ROE on behalf of Monroe-Randolph ROE's Adult Education and Family Literacy Programs. Bailee presented the letter to President, Chris Gidley. Chris read the letter out loud, which entailed services offered by the library.

Trustees with April 30, 2026 term expirations: Kristy Cooper, Christopher Moll (Pro-Tem), and Debra Gielow. If reinstated, Trustees terms will expire on April 30, 2029.

Trustees will be receiving an expenses survey report from Illinois Comptroller; survey to be mailed back by May 1, 2026.

IPLAR (Illinois Public Library Annual Report) is coming up in April/June.

Discuss and Vote

Temporarily change the hours of the library while Jamie is recovering from injury.

Chris Moll made a motion to close the library on Friday's while Jamie Joost is out recovering from injury. March 20th will be the first Friday that the library will be closed. Patricia Sachtleben seconded.

*Note: The Library will be open Monday-Thursday from 12PM-7PM and Saturdays from 9AM-1PM until Jamie's return.

Jamie had a meeting via Zoom with City Hall Finance Officer. Liz Cowell and Mayor Susan Harbaugh for the requested budget proposal FY2027 (May 1, 2026-April 30, 2027); proposal was 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, and Debra Gielow

Kristy Cooper and Christopher Moll will reinstate; while Debra Gielow will resign after 30 years. **Debra Gielow made a motion to accept the reinstatement of Kristy Cooper and Christopher Moll to another term of the Library Board, with terms expiring on April 30, 2029 and accept Debra Gielow's resignation. Patricia Sachtleben seconded.**

Ashley Hentis as new Library Board member: **Patricia Sachtleben made a motion to accept Ashley Hentis as new Library Board Trustee #6, ProTem through April 30, 2028. Bryce Parsons seconded.** Note: Ashley Hentis will finish out Blenda Ingalls' term.

Jennifer Walker's letter of recommendation to become new Library Board Trustee #8 after Debra Gielow's term concludes on April 30, 2026. **Patricia Sachtleben made a motion to accept Jennifer Walker as new Library Board Trustee #8, with a term expiring on April 30, 2029. Kristy Cooper seconded.** Note: Kristy Cooper will put this on the April 6, 2026 City Council agenda for approval.

Officer Elections will be held at the April 9 Board Meeting. Current 2025-2026 officers are President, Christina Gidley; Vice President, Christopher Moll; Treasurer, Patricia Sachtleben; Secretary, Kristy Cooper

Review/Discuss/Potential Vote

Jamie Joost applied for the Directors University Advanced Training on April 27-30, 2026 in Grafton, IL. Fee is \$20 if selected; 50 Directors are selected. Due to injury, she has opted out.

America's Best Cleaning, LLC made a price quote to professional clean the Library carpet. Quote is available to review. We will need at least two quotes. Payment will be made from the Capital Outlay-Building Account.

2025/2026 Illinois Public Standards Booklet replaces what is currently in Trustee binders. Jamie asked that we review the following before the April 9, 2026 meeting: Chapter 1 Access: Standards 1-12 and Chapter 2 Advocacy & Community Engagement: Standards 1-6

Patricia Sachtleben passed out the following policies to review for the April 9, 2026 meeting. There was no quorum, so these policies will be discussed at the April meeting: "Privacy and Confidentiality," "Copyright," "Borrower's Card," "Circulation," "Library Book Club and "Cleaning and Safety."

Library Monthly Programs

Library Monthly Programs- The evening book club has been disbanded.

With no other New Business to discuss, President Christina Gidley proceeded to address items for next month's agenda. There were none.

VIII. Adjournment

Chris Moll made a motion to adjourn the library board meeting at 5:58PM. Kristy Cooper seconded. The next library board meeting will be held on April 9, 2026 at 5PM.

Respectfully submitted,

Kristy Cooper/Secretary