

July 7, 2025
Board Meeting Minutes

President Russell called the meeting to order at 5:04 p.m.

Gullberg, Hinshaw, Painter, Russell were all in attendance, along with Director Lambert. Day, Escorcia, and Titus were all excused.

Public Comments:

Members of the public are now invited to speak to the Board of Trustees. Remember to sign in on the Public Comment Sheet and identify yourself when called upon. Comments are limited to five minutes or less. Up to 15 minutes of time will be allowed for this agenda item. In compliance with OMA, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board Meeting at the discretion of the Board.

The Henderson County Library Board reviewed the minutes from the June 2, 2025 board meeting. Motion to approve the meeting minutes with the following corrects: President Russell called the meeting to order and Financial Report date is May 31st, instead of May 5th as stated in previous minutes. Motion was made by Painter and second by Gullberg. All approved and motion was carried.

PROP A: June Financial Report: Motion by Hinshaw, second by Painter, all approved and motion was carried.

Financial Report: Current Assets as of June 30, 2025 are \$405,178.14.

Expenses as of June 2025: \$34,213.77

Income: \$5,618.71

Raritan CD: \$ 61,968.23

Raritan CD: \$58,701.19

Stronghurst CD: \$57,229.39

Stronghurst CD: \$58,095.68

Circulation for June

Library Checkouts: 1944

Bookmobile Checkouts: 440

Interlibrary Loans in: 252

Interlibrary Loans out: 346

E-books Checkouts: 262

E-read IL: 58

Library Attendance: 911

Bookmobile Attendance: 99

Curbside Attendance: 3

New Users: 11

Hoopla Checkouts: 231

Meeting Room Use: 18

Library Spaces Use: 17

Website Visits: 490

Creative Bug: 2

Preliminary Annual Budget and Appropriations Ordinance 25-3 for FY25-26. On June 19, 2025, Bell emailed the Public Hearing Notice to the Quill for the June 25th issue of the paper. The hearing will be held at the August 4, 2025 meeting.

Per Capita Grant Award – On June 27, 2025, the library received the Award letter from Jesse White, Secretary of State for the FY2025 Illinois Public Library Per Capita Grant in the amount of \$9,426.73, which is the same as received last year. Over \$18 million is being awarded this year to Illinois libraries. With that in mind, libraries have until June 30, 2026 to expend the FY2025 grant funds. The FY2025 expenditures report must be submitted with the FY2027 application, due January 30, 2027.

Library Projects – Mr. Bigger is 95% completed with Rosemary's Garden on the southside of the building, the bench has been fixed, and in the fall, work will start next to the music garden.

PROP B: Hinshaw motioned, Gullberg second the motion to accept Steve Earp's quote to update the meeting room cabinets and sink. All approved and motion was carried.

The Board agreed to transfer money to the Hoopla account.

The annual Audit report with West Central CPA, Monmouth, IL is schedule to be returned by December.

Director Lambert applied for the Galesburg Community Foundation Turnout Grant and received word the library received \$5,000. Part of that money will be used for a browsing bin to house the books.

Coach Torrance spoke with Director Lambert about her upcoming fundraiser for the West Central Middle School cheerleaders.

On July 14th, staff members of the library will be CPR and AED trained from the Henderson County Health Department.

Budget and Financial Practices Policy– Motion to approve made by Painter, second by Russell, all approved. General Operations Policy – Motion to approve made by Hinshaw, second by Painter, all approved.

PROP C: Director Lambert spoke with the board about upcoming conferences available to her. The board approved Director Lambert spending up to \$2,000 on the ARSL conference happening September 17th-20th. Motion – Hinshaw, 2nd – Gullberg, All approved and motion was carried.

Personal Property Replacement Tax - Distributions are made in January, March, April, May, July, August, October, and December. Personal property replacement taxes (PPRT) are revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments with their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away. Only taxing districts that collected and received personal property taxes for the 1976 tax year for Cook County or 1977 tax year for the remainder of the state are eligible to receive PPRT payments. Taxing districts that were created after 1977 are not eligible to receive PPRT money since they did not experience a loss in revenue.

6/3 - Summer Reading Kickoff – The ROE attended and gave out popsicles, Absolute Science came and did a foam cannon, but due to the weather it had to be cut short and they are rescheduled on July 15th. 6/4 – Jennifer from RSA came and did an Item Group Editor training for WorkFlows with Cassiday, Tee, and Lambert in the meeting room. 6/5 – Director Lambert attended an RSA Board meeting at Carlock PLD. 6/17 – ROE came and did an “Art in the Park” program with the kids, they painted with odd objects and made bubble snakes. 6/18 – Director Lambert attended a zoom about Census Data for Community Planning and Research. 6/18 – Director Lambert attended a zoom about Sustaining a Seed Library. 6/20 – Director Lambert attended Rural Director’s at Lillie M Evans PL. 6/21 – Tee attended the Oakwood Health Fair with the Bookmobile. 6/24 – Stepping Stones was held and there was 131 in attendance. 6/24 – Storytime Around the World: Jamaica for Caribbean-Heritage Month. Kids read books about Jamaica and made bracelets. 6/26 – Illinois Attorney General Office came and did a presentation on Identity Theft. We had 1 in attendance. 6/30 – We have 158 registered. 6/30 – 117 have met their first level reading goal. 6/30 – 122,700 pages have been read. 7/1 – the Author and Illustrator of the Norma Jean children’s book came and read to the older kids. 7/10 – Tie-dye T-shirts will be from 12pm-6pm. 7/16 – Tee, Baker, and Lambert are doing Mad Scientist for Hope Haven. 7/26 – Outdoor Summer Reading party will be from 10am-noon.

The next meeting is August 4, 2025 at 5:00 p.m.

Meeting adjourned at 6:18 pm.