

# **TRI-CITY PUBLIC LIBRARY DISTRICT BOARD MEETING**

**Tuesday, July 15, 2025**

The meeting was called to order at 7:01 pm by President Leanne Haage. Present were Leanne Haage-President, Deanna Marvin-Vice President, Kristy Garrison-Treasurer, Paula Riser-Secretary, John Coss-trustee, Rosie Walker-trustee, and Chet Brandt-Library Director.

## **Pledge of Allegiance**

**Recognition of Visitors-** Stephanie Donath with a letter of interest for the vacant Trustee position.

**Approval of Agenda-** Deanna motioned to approve the agenda as amended, Kristy seconded. Motion passed.

**Approval of minutes from June 17, 2025 Board Meeting-** Kristy motioned to approve the minutes as amended, John seconded. Motion passed.

**Treasurer's Report/Reading of Bills for Approval-** Paula motioned to approve, Rosie seconded. Roll call vote Rosie-yes, Kristy-yes, Paula-yes, Deanna-yes, John-yes, Leanne-yes; motion passed. Kristy has moved out of the Library District and Deanna will transition into the Treasurer roll since she is already a signature on the bank accounts.

**Correspondence and Communications-** The Per Capita Grant has been received from the IL Secretary of State.

## **Committee Reports-**

1. **Fundraising-** The golf outing is September 28th and there will be a bazaar on September 27th.
2. **Personnel-** The Head Librarian presented a proposal to partially replace Vanessa. She got another job but would like to stay with the Library one day a week. John motioned to table hiring a new assistant, Kristy seconded. Motion passed.
3. **Technology-** None.
4. **Building and Grounds-** (a) Chet presented bids to have the gutters cleaned and leaf guards installed. Deanna motioned to approve gutter cleaning only by Springfield Gutter, Rosie seconded. Roll call vote: Kristy-yes, Paula-yes, Deanna-yes, John-yes, Leanne-yes, Rosie-yes; motion passed (b) Weeds are taking over the mulch around the building and Chet will get bids.
5. **Program Planning-** Head Librarian's report included program and usage numbers for the first 6 months and a preliminary summer reading report.

**Library Director's Report-** Chet stated the number of visitors continues to increase.

**Old Business-** (a) Kristy motioned to approve the non-resident card policy, Paula seconded. Motion passed. (b) Discussion of ILA conference participation proposal. Rosie motioned to approve reimbursement of the Head Librarian's attendance to include conference fee, hotel, parking, and mileage. Kristy seconded. Roll call vote: Paula-yes, Deanna-yes, John-yes, Leanne-yes, Rosie-yes, Kristy-yes; motion passed. (c) We will get 5 flower pots from the bottle caps.

**New Business-** (a) advertising for the vacant trustee position for appointment, (b) tentative budget and appropriation ordinance- a hearing date must be 30 days before the

Board's September meeting, (c) vacant position appointment; Stephanie will let us know of her decision.

**Adjournment-** Paula made a motion to adjourn the meeting; Kristy seconded. Motion passed. The meeting was adjourned at 9:22 pm.