

**REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, DECEMBER 8, 2025**

- I. CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Neil Reinhardt, Board President.
PRESENT: Scott Anderson, Daniel Heaver, Katrina Bromann, Allison Hertner, Mary Jo Farrell, and Neil Reinhardt
ABSENT: Amy Novario, with notice
STAFF PRESENT: Laura Youngstrum, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: There were no visitors
- II. CHANGES TO AGENDA:** Update New Business #2 to include *Mission Statement*
- III. SECRETARY'S REPORT:** The Secretary's Report for the Reddick Public Library District Board of Trustees Special Board Meeting on Saturday, November 8, 2025 and the Reddick Public Library District Board of Trustees Regular Meeting on Monday, November 10, 2025 were reviewed. **Motion by** Mary Jo Farrell **2nd by** Katrina Bromann to accept the Secretary's Report for the Reddick Public Library District Board of Trustees Special Board Meeting on Saturday, November 8, 2025 and the Reddick Public Library District Board of Trustees Regular Meeting on Monday, November 10, 2025 as written. All ayes. No nays. Motion carried.
- IV. APPEARANCES:** There were no appearances.
- V. CORRESPONDENCE:** There was no correspondence
- VI. FINANCIAL REPORT:** All board members received the preliminary November 2025 Disbursements and Preliminary November 30, 2025 Financial Reports in their print and electronic packets. The November 2025 Disbursements and November 30, 2025 Financial Reports were reviewed and discussed. **Motion by** Mary Jo Farrell, **2nd by** Allison Hertzner, to approve the preliminary November 2025 Disbursements and to accept the preliminary November 30, 2025 Financial Reports and place the reports on file for audit. **Roll call vote as follows:** Scott Anderson, aye. Katrina Bromann, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.
- VII. LIBRARY DIRECTOR'S REPORT:**
 1. **A written report was provided to all board members** which included the following attachments:
 - a) RPLD December 2025 event brochures for Adults, Teens, and Children.
 2. Laura provided the board with Organizational Charts from 3 PrairieCat libraries of comparable size.
 3. Laura also provided the board with a copy of a new due date sample receipt which highlights the savings achieved by using the library instead of buying the materials that were borrowed.
 4. The new PrairieCat App is up and running.
 5. *The Palace Project* replaces the now defunct *Boundless* as a secondary electronic resource for our patrons.
 6. Laura also provided the board with a copy of PrairieCat circulation statistics. Reddick Public Library places 8th in check out statistics.
- VIII. COMMITTEE REPORTS:**
 1. **Finance Committee:** No committee report.
 2. **Personnel Committee:** No committee report.
 3. **Building and Grounds Committee:** No committee report.
 4. **Library Services and Policies Committee:** No committee report.

IX. UNFINISHED BUSINESS:

- 1. HVAC Systems Control Update:** Laura informed the board that she continues to contact Vissering Construction but has not received any further information on the progress of putting the job out to bid. Neil was agreeable to be copied on all future correspondence with Vissering Construction.
- 2. Review Updated Illinois Public Library Standards and discuss review plan:** The standards for Programming, Safety and Emergency Preparedness, and Technology were reviewed and discussed as required for the Per Capita Grant application. Laura will submit the Per Capita Grant application using this information in January 2026.

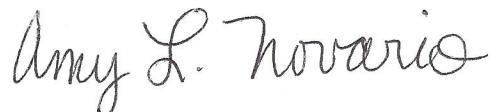
X. NEW BUSINESS:

- 1. Library Open Hours Starting in September 2026:** All board members received a copy of Calendar Year 2026 with Current Hours, Proposed Calendar Year with New Hours (Closed Summer Sundays) and Proposed Calendar Year with New Hours (Open Summer Sundays) in their print and electronic board packet. Also provided were open hours of 4 PrairieCat libraries of comparable size to Reddick Public Library. Discussion followed. **Motion** by Mary Jo Farrell, 2nd by Scott Anderson to adopt Proposal 1: Library Open Hours Monday-Thursday 9am to 8pm; Friday 9am-6pm; Saturday 9am to 5pm; and Sunday 1pm to 5pm; with the library closed on Sundays from Memorial Day to Labor Day. Five ayes, One nay. Motion carried.
- 2. Mission and Vision Statements:** All board members received a copy of proposed Vision Statement in their print and electronic board packets and the proposed Mission Statement in their print board packet. Discussion followed. **Motion** by Katrina Bromann 2nd by Mary Jo Farrell to change the Library's Mission Statement to: *We serve our community in a welcoming space where everyone can learn and grow through access to diverse resources.* All ayes. No nays. Motion carried.
Motion by Katrina Bromann 2nd by Mary Jo Farrell to adopt the following vision statement: *Literacy, Culture, Community.* All ayes. No nays. Motion carried.

XI. ADJOURNMENT: **Motion** by Mary Jo Farrell, 2nd by Allison Hertzner to adjourn the meeting at 7:08 p.m. All ayes. No nays. Motion carried.

XII. The next regular meeting of the Reddick Public Library District Board of Trustees will be held on Monday, January 12, 2026 at 6:00 p.m.

Respectfully Submitted,



Amy Novario, Board of Trustees Secretary



Lisa Katrein, Recording Secretary