

**REDDICK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING MINUTES  
MONDAY, JULY 14, 2025**

- I. CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Mary Jo Farrell, Board Vice President.  
**PRESENT:** Scott Anderson, Mary Jo Farrell, Amy Novario, Daniel Heaver, Allison Hertzner, and Katrina Bromann  
**ABSENT:** Neil Reinhardt, with notice.  
**STAFF PRESENT:** Laura Youngstrum, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.  
**VISITORS:** There were no visitors.
- II. CHANGES TO AGENDA:** There were no changes.
- III. SECRETARY'S REPORT:** The Secretary's Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, June 9, 2025 was reviewed. **Motion by** Mary Jo Farrell **2<sup>nd</sup> by** Allison Hertzner to accept the Secretary's Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, June 9, 2025 as written. All ayes. No nays. Motion carried.
- IV. APPEARANCES:** There were no appearances.
- V. CORRESPONDENCE:** The Board received the following correspondence in their print and electronic packets:
1. From OSB Community Bank: Jordan Fund CD Maturity and Auto Renewal Letter
  2. From OSB Community Bank: Beatty Fund CD Maturity and Auto Renewal Letter
  3. From Illinois Secretary of State: FY2025 Per Capita Grant Award Letter
  4. A thank you note from the family of Stefanie Sullivan
  5. A thank you note from Girl Scout Troop 1624
- VI. FINANCIAL REPORT:** All board members received the preliminary June 2025 Disbursements and preliminary June 30, 2025 Financial Reports in their print and electronic packets. The June 2025 Disbursements and June 30, 2025 Financial Reports were reviewed and discussed. **Motion by** Amy Novario, **2<sup>nd</sup> by** Mary Jo Farrell, to approve the preliminary June 2025 Disbursements and to accept the preliminary June 30, 2025 Financial Reports and place the reports on file for audit. **Roll call vote as follows:** Scott Anderson, aye. Katrina Bromann, aye. Amy Novario, aye. Daniel Heaver, aye. Allison Hertzner, aye. Mary Jo Farrell, 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 July 2025 event brochures for Adults, Teens, and Children
  2. Laura informed the board that the budget hearing will be held at 6:00pm on Monday, August 11, 2025. The Regular Meeting will directly follow at 6:15pm. The required notice was published in *The Times* on Monday, July 7, 2025.
  3. FY2025 Audit Update: Scheduling of Hopkins & Associates on-site work for the RPLD annual 3<sup>rd</sup> party independent audit is in progress.
- 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. **Mural Project:** Laura informed the board that the staff chose *Book Town* by vote for the mural project. A brief discussion followed. **Motion by** Scott Anderson **2<sup>nd</sup> by** Amy Novario to approve Book Town as the selected mural for Clara Brubaker Illustration to complete in Financial Year 2026. All ayes. No nays. Motion carried.

**2. Proposals for new copiers/printers and plan:** The board received copies of proposals from Impact, Marco, and Konica Minolta in their print and electronic board packet as well as a written recommendation from Kate Young, Reddick Library's Technology Coordinator. Discussion followed. **Motion by** Scott Anderson, 2<sup>nd</sup> by Katrina Bromann to approve Konica Minolta to update and service the copiers and printers of the Reddick Public Library District. All ayes. No nays. Motion Carried.

**3. FY2026 Working Budget:** The board received a copy of the updated working budget in their electronic and print board packet. Laura Youngstrum gave a detailed overview of the changes. **Motion by** Allison Hertzner, 2<sup>nd</sup> by Daniel Heaver to accept the FY2026 Working Budget. **Roll Call Vote** as follows: Scott Anderson, aye. Katrina Bromann, aye. Amy Novario, aye. Daniel Heaver, aye. Allison Hertzner, aye. Mary Jo Farrell, aye. All ayes. No nays. Motion carried.

**X. NEW BUSINESS:**

- 1. Adopt Ordinance 25-03, *Building and Maintenance*:** All board members received a copy of Ordinance 25-03, *Building and Maintenance*, in their print and electronic board packets. A brief discussion was held. Motion by Amy Novario, 2<sup>nd</sup> by Daniel Heaver to adopt Ordinance 25-03, *Building and Maintenance*. All ayes. No nays. Motion carried.
- 2. Appoint 2 trustees to audit the board book for the FY2025 Illinois Public Library Annual Report (IPLAR):** Per the Illinois Public Library Annual Report (IPLAR), two trustees must audit the board book. The consensus of the board was to appoint Allison Hertzner and Amy Novario to audit the board book for the FY2025 Illinois Public Library Annual Report.
- 3. Community Room AV Updates:** Laura informed the board that the AV system in the community room needs to be updated and some parts are in need of replacement. She will keep the board informed and will seek board approval as needed.
- 4. HVAC System Controls Update:** Laura informed the board that the HVAC System Controls need to be replaced. A discussion followed. Laura will contact Vissering Construction Company, the library's Project Management Company, for assistance and will keep the board informed and seek board approval as needed.

**XI. ADJOURNMENT:** Motion by Scott Anderson, 2<sup>nd</sup> by Katrina Bromann to adjourn the meeting at 6:48 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, August 11, 2025 at 6:00 p.m.**

Respectfully Submitted,



Amy Novario, Board of Trustees Secretary



Lisa Katrein, Recording Secretary