

**REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, NOVEMBER 10, 2025**

- I. CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Neil Reinhardt, Board President.
PRESENT: Mary Jo Farrell, Amy Novario, Daniel Heaver, Scott Anderson, Allison Hertzner, Katrina Bromann, and Neil Reinhardt
ABSENT: none
STAFF PRESENT: Laura Youngstrum, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: Kate Young, Reddick Library Technology Coordinator
- II. CHANGES TO AGENDA:** The Board Moved Unfinished Business 3 (*Event Software Implementation Proposal and Demonstration*) to the beginning of the agenda, before all other agenda items.
- III. SECRETARY'S REPORT:** The Secretary's Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, October 13, 2025 was reviewed. **Motion by** Mary Jo Farrell **2nd by** Amy Novario to accept the Secretary's Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, October 13, 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 LaSalle County: 4th distribution of TY2024
 2. From Illinois State Library: Senate Resolution 104
- VI. FINANCIAL REPORT:** All board members received the preliminary October 2025 Disbursements and Preliminary October 31, 2025 Financial Reports in their print and electronic packets. The October 2025 Disbursements and October 31, 2025 Financial Reports were reviewed and discussed. **Motion by** Mary Jo Farrell, **2nd by** Amy Novario, to approve the preliminary October 2025 Disbursements and to accept the preliminary October 31, 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. 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 November 2025 event brochures for Adults, Teens, and Children
 2. Laura noted that Reddick Library's old copiers were donated to Marquette Academy.
 3. Reddick Library was awarded a grant of \$500.00 from The Arts of Starved Rock Country Fund to be used for Homeschool Art classes.
 4. The mural work is underway in the Community Room.
- 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:** The Secretary's Report for the Reddick Public Library District Board of Trustees Library Services and Policies Committee Meeting on Monday, October 13, 2025 was reviewed. Motion by Dan Heaver, **2nd by** Scott Anderson to accept the Secretary's Report for the Reddick Public Library District Board of Trustees Library Services and Policies Committee Meeting on Monday, October 13, 2025 as written. All ayes, No nays. Motion carried.

IX. UNFINISHED BUSINESS:

1. **HVAC Systems Control Update:** Laura informed the board that Vissering Construction has not put the job out to bid yet. She will keep the board update on the progress.
2. **Review Updated Illinois Public Library Standards and discuss review plan:** The standards for Human Resources, Information Services, and Marketing and Promotion were reviewed and discussed as required for the Per Capita Grant application. Laura reminded the board that in December the standards for Programming, Safety and Emergency Preparedness, and Technology will be reviewed.
3. **Event Software Implementation Proposal and Demonstration:** Proposals for 3 different event software programs were included in the electronic and print board packets. Kate Young, Reddick Library Technology Coordinator presented a detailed demonstration and overview of the Communico Event Software and answered questions. Motion by Scott Anderson, 2nd by Katrina Bromann to approve the purchase of the Communico Event Software. All ayes. No nays. Motion carried.

X. NEW BUSINESS:

1. **Review closed meeting minutes and recordings per OMA and determine whether to make public:**
As required by the Illinois Open Meeting Act (OMA), the Board must determine whether to make public the minutes from closed meetings held the past 6 months, and whether or not to destroy verbatim recordings from closed meetings older than 18 months. There are 2 closed meeting minutes from the previous 6 months to consider: September 8, 2025 Regular Meeting (2(c)(1)-Library Director Self Evaluation; and October 13, 2025 Regular Meeting (2(c)(1)-Library Director Annual Evaluation. There are no verbatim recordings from closed meetings older than 18 months that are eligible to destroy. **Motion by Mary Jo Farrell, 2nd by Daniel Heaver** to keep closed the minutes from the closed meetings on September 8, 2024 and October 13, 2025. All ayes. No nays. Motion carried.
2. **Approve Ordinance 25-05 Levy:** All board members received a copy of Ordinance 25-05, *Levy*, in their print and electronic board packets. Motion by Allison Hertzner, 2nd by Daniel Heaver to adopt Ordinance 25-05, *Levy*, and file it with the LaSalle County Clerk. Roll Call Vote as follows: Scott Anderson, aye. Katrina Bromann, aye. Amy Novario, aye. Mary Jo Farrell, aye. Daniel Heaver, aye. Allison Hertzner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XI. ADJOURNMENT: Motion by Mary Jo Farrell, 2nd by Daniel Heaver to adjourn the meeting at 7:14 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, December 8, 2025 at 6:00 p.m.

Respectfully Submitted,



Katrina
Bromann

Board of Trustees Secretary,
Pro tem



Lisa Katrein, Recording Secretary