REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, AUGUST 10, 2026

I. **CALL TO ORDER:** The meeting was called to order at 6:15 p.m. by Mary Jo Farrell, Board Vice President.
PRESENT: Scott Anderson, Mary Jo Farrell, Amy Novario, Mary Caba, Daniel Heaver, Katrina Bromann
ABSENT: Neil Reinhardt, with notice.
STAFF PRESENT: Laura Youngstrum, Library Director; Lisa Katrein, Publicity & Outreach Coordinator.
VISITORS: Kate Young, *Technology Services Coordinator*

II. **CHANGES TO AGENDA:** The board moved Technology Services Update 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, July 14, 2026 Meeting Minutes were reviewed. **Motion by** Katrina Bromann, **2nd by** Mary Caba to accept the Secretary's Report for the Reddick Public Library District Board of Trustees Regular Meeting on Monday, July 14, 2026 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 the LaSalle County Treasurer: First TY2025 Payment and Reconciliation Summary
2. From Ancel Glink/RAILS: New legislation requiring libraries to post Suicide Prevention Information
3. From Arukah Institute of Healing: Request for Property Tax Exemption
4. From LaSalle County Board of Review: Property Tax Appeal Petitions
5. From Anonymous Citizen: Letter regarding flying the American Flag at the library
6. From the LaSalle County Clerk: Petition Circulating & Filing Information for April 6, 2027 Consolidated Election.

VI. **FINANCIAL REPORT:** All board members received the July 2026 Disbursements and July 31, 2026 Financial Reports in their print and electronic packets. The July 2026 Disbursements and July 31, 2026 Financial Reports were reviewed and discussed. **Motion by** Amy Novario, **2nd** by Katrina Bromann to approve the July 2026 Disbursements and to accept the July 31, 2026 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. Mary Caba, aye. Mary Jo Farrell, aye. All ayes. No nays. Motion carried.

VII. **LIBRARY DIRECTOR'S REPORT:**
1. **Technology Services Department Update:** Kate Young, *Technology Services Coordinator*, appeared before the board to introduce herself, provide a brief overview of her job duties, and answer questions.
2. A written report was provided to all board members which included the following attachments:
   a) RPLD August 2026 event brochures for Adults, Teen, and Children.
3. Laura informed the Board that she will be attending the ILA Annual Conference October 6-8 in Peoria, Il. She also stated that Trustee Day is on Thursday, October 8 and asked that any interested trustees contact her regarding attending.

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. The committee is scheduled to meet again after the September board meeting.

IX. **UNFINISHED BUSINESS:**
1. **New Microfilm Machine in FY2027**: All board members received a copy of a Konica Minolta proposal in their print board packets. Discussion followed. **Motion by** Scott Anderson, **2nd** by Amy Novario to approve the creation of an archive database station in the Illinois Room and the purchase of a new desktop printer from Konica

Minolta at a cost of $720.57. **Roll Call Vote** as follows: Scott Anderson, aye. Katrina Bromann, aye. Amy Novario, aye. Daniel Heaver, aye. Mary Caba, aye. Mary Jo Farrell, aye. All ayes. No nays. Motion carried.

X. NEW BUSINESS:

1. **Adopt Ordinance 26-04 *Budget and Appropriations*:** All board members received a copy of Ordinance 26-04 *Budget and Appropriations*, drafted by Reddick Public Library's attorney, Phil Lenzini, in their print and electronic board packets. It is the legal document used to create the Levy Ordinance which will be presented for adoption at a later time. A brief discussion was held. **Motion by** Katrina Bromann, **2nd** by Daniel Heaver to adopt Ordinance 26-04, *Budget and Appropriations*. All ayes. No nays. Motion carried.

2. **Approve Submission of the FY2026 Illinois Public Library Annual Report (IPLAR):** An abridged report with a 5 Year data comparison was included in the print and electronic board packet. Discussion followed. **Motion by** Daniel Heaver, **2nd** by Mary Caba to approve the submission of the Illinois Public Library Annual Report (IPLAR) as submitted. All ayes. No nays. Motion carried.

3. **Approve transfer of General Funds to Special Reserve:** At the recommendation of RPLD's Attorney, Phil Lenzini, monies remaining in the General Fund and Maintenance Funds from FY2026 should be transferred to the Special Reserve Fund. **Motion by** Scott Anderson, **2nd** by Amy Novario, to transfer up to $500, 000.00 from the General and Maintenance Funds from FY2026 to the Special Reserve Fund. **Roll Call Vote** as follows: Scott Anderson, aye. Katrina Bromann, aye. Amy Novario, aye. Daniel Heaver, aye. Mary Caba, aye. Mary Jo Farrell, aye. All ayes. No nays. Motion carried.

4. **Discuss annual review plan of the Illinois Public Library Standards:** Laura distributed the Standards for *Access, Advocacy, and Buildings and Grounds* to all board members and informed them that the Standards will be discussed at the September board meeting.

5. **Approve Assistant Director Job Description and addition of the position in FY2027:** All board members received a copy of the Assistant Director Job Description in their print and electronic board packets. Discussion followed. **Motion by** Katrina Bromann, **2nd** by Mary Caba to approve the Assistant Director job description as written. **Roll Call Vote** as follows: Scott Anderson, aye. Amy Novario, aye. Daniel Heaver, aye. Mary Caba, aye. Mary Jo Farrell, aye. All ayes. No nays. Motion carried.

6. **Discuss process for the annual review of the Library Director:** All board members received a copy of the Evaluation Form for the Library Director in their print and electronic board packet. Discussion followed.

XI. ADJOURNMENT: Motion by Daniel Heaver, **2nd by** Katrina Bromann to adjourn the meeting at 7:30 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, September 8, 2026 at 6:00 p.m.

Respectfully Submitted,

Amy L. Novario

Amy Novario, Board of Trustees Secretary

Lisa Katrein

Lisa Katrein, Recording Secretary