



Marengo-Union Library District Board Meeting

Date: May 27, 2025

Time: 7:30pm

Location: Marengo-Union Library, 19714 E. Grant Highway, Marengo, IL

Call to Order

The meeting was called to order by Jay Filler at 7:30 pm.

Roll Call

Trustees Present:	Jay Filler, Judi Alden, Catrina Hill, Shari Kagan, Paul Garcia, Desiree B. Sierens, David B. Martin
Trustees Absent:	
Staff Present:	Sondra Terry, Crystal Ulen
Public Present:	

Additional Agenda Items

None

Approval of Minutes

A motion was made to approve the April 22, 2025 Board Meeting Minutes

Moved by Judi, 2nd by Shari

Yes: Judi Alden, Jay Filler, Paul Garcia, David Martin, Shari Kagan

Abstain: Catrina Hill, Desiree Sierens

Public Forum

None

Financial Report

A motion was made to approve the Financial Report.

Moved by Desiree, 2nd by Judi

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin, Desiree Sierens, Catrina Hill

Vendor's list and new Vendors

A motion was made to approve the vendor's list and new vendors: Chicago Bears, Science Heroes (Previously Tale Wise), Paper Tiger, and Glory Bound Rescue

Moved by Desiree, 2nd by Judi

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin, Desiree Sierens, Catrina Hill

Communications

The Illinois General Assembly has made a change to insurance bond requirements.

Library Director's Report

- An Adult Services Information Services Coordinator was hired, and he will be starting in early June.
- The Library is prepping for the rollout of an improved PrairieCat app, scheduled for October.
- All Board members have been issued MULD email addresses for library correspondence.
- The Board has planned to review and update the Board Bylaws and finalize Library Policies and Procedures.
- Staff Area access will be restricted to employees of the Library.
- A full financial audit for 2024-2025 is required this July.
- Retention documents are ready for disposal and will be shredded in June.
- Outdated digital files are being reorganized, and the Director and administrative staff are actively developing new policies and procedures for digital file management.
- Gale Udemy courses are being utilized by the Director to improve communication, management, and digital skills. The board will be presented with progress reports quarterly.
- A financial summary of the projected 2025-2026 budget was presented.
- The Director showed interest in utilizing the back building for a maker space as a long-term goal.
- Programming highlights included Star Wars Day and the annual Pet Sleepover.

Standing Committee Reports

Finance Committee – Budget meeting will be scheduled

Old and New Business

Incoming Trustee: Oath of Office

Catrina Hill was sworn in by Jay Filler

Election of Board Officers

A motion was made to nominate Jay Filler as Board Present

Moved by Shari, 2nd by Judi

A motion was made to nominate Desiree Sierens for Vice President

Moved by Paul, 2nd by Shari

A motion was made to nominate David Martin for Treasurer

Moved by Shari, 2nd by Desiree

A motion was made to nominate Shari Kagan for Secretary

Moved by Paul, 2nd by Desiree

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin,
Desiree Sierens, Catrina Hill

Approval of purchase: building signage.

A motion was made to approve the purchase of a non-illuminated sign from Hughes Signs to be placed on the front of the building under existing lighting.

Moved by Judi, 2nd by Shari

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin,
Desiree Sierens, Catrina Hill

Board Committee Assignments

Building Committee – David Martin, Paul Garcia, & Catrina Hill

Policy Committee – Desiree Sierens & Judi Alden

Finance – David Martin & Desiree Sierens

Long Range – Jay Filler, Catrina Hill, & Shari Kagan

Personnel – Paul Garcia & Judi Alden

Technology – Shari Kagan & Desiree Sierens

Media Spokesperson – Jay Filler

Approval of the disposal and/or recycling of Library materials.

A motion was made to approve the disposal and/or recycling of Library materials

Moved by Desiree, 2nd by Judi

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin,
Desiree Sierens, Catrina Hill

Approval of Board meeting dates for 2025-2026

The December 3rd meeting is a Wednesday and will be changed to December 2nd.
The March meeting falls during Spring Break and will be moved from the 24th to the 31st

A motion was made to approve the meeting dates with the stated corrections

Yes: Judi Alden, Jay Filler, Paul Garcia, Shari Kagan, David Martin,
Desiree Sierens, Catrina Hill

Approval of roof repairs

New quotes for gutter work were requested. The board would like to clarify cost of roof repair versus gutter repair.

Friends of the Library Report

The Friends of the Library scholarship was given at the MCHS awards night. The Friends gifted the Library \$500 to be used for the summer reading program.

Adjournment

The meeting was adjourned by Jay Filler at 8:45pm

Respectfully submitted,

Crystal Ulen

Administrative Assistant