

# January 27, 2026 Minutes

## Call to Order

The meeting was called to order by Jay at 7:32pm.  
Shari entered the meeting at 7:38pm.

## Roll Call

Trustees Present:	Jay Filler, Judi Alden, Paul Garcia, Shari Kagan, David Martin, and Catrina Hill
Trustees Absent:	Desiree Sierens
Staff Present:	Sondra Terry and Alex Mateja
Public Present:	Susan Szymanski and Dennis Latimer

## Additional Agenda Items

None

## Approval of Minutes

A motion was made to approve the December 2, 2025 Personnel Committee meeting minutes.

Moved by Judi, 2<sup>nd</sup> by Paul

Abstain: Jay

Yes: all

A motion was made to approve the combined November-December 2025 Board Meeting minutes.

Moved by Dave, 2<sup>nd</sup> by Paul

Abstain: Jay

Yes: all

A motion was made to approve the December 11, 2025 Building Committee meeting minutes.

Moved by Dave, 2<sup>nd</sup> by Catrina

Yes: Jay, Shari

Abstain: Paul, Judi

## Public Forum

None

## **Financial Report**

The Director provided a brief overview of the financial report, noting that approximately 30% of the materials budget has been spent to date due to the switch to Ingram. Now that the Library has an established account with Ingram, we have been ordering materials to bring us up to the expected 50% expenditure goal.

A motion was made to approve the Financial Report.

Moved by Dave, 2<sup>nd</sup> by Judi

Yes: All

## **Vendor's list and new Vendors**

The Director reported that she is leaning toward Weblinx over Streamline but recommended approving both vendors in the event that circumstances change.

A motion was made to approve the new vendors list.

Moved by Paul, 2<sup>nd</sup> by Jay

Yes: All

## **Communications**

Staff Presentation: Dennis Latimer introduced himself and outlined his role as Information Services Coordinator, including his work with the adult book club. He reported that operations are going well. No board comments were made.

## **Library Director's Report**

- The Director noted that the annual Statements of Economic Interest will be sent directly to board members' MULD email addresses. Board members were reminded that late submissions incur fees. Jay advised members to review the form carefully, as questions are adjusted annually.
- The Director proposed revising the formula used to calculate the nonresident library card fee. Under the current formula, the fee would increase from \$125 to \$165 this year. She suggested an alternative method based on patrons providing property tax bills, with fees calculated accordingly. This item was deferred for discussion and action under Old and New Business.
- Website accessibility and functionality were discussed, with the Director noting that the website is currently at 88% ADA compliance. Ongoing issues with site outages were reported, and the need for coding fixes was emphasized. This item was also deferred for further discussion under Old and New Business.
- The Director reported that MULD was selected as one of three Illinois libraries to participate in the Library Innovation Lab, a California-based grant initiative focused on identifying and serving underserved immigrant communities. The grant may provide up to \$6,000 for related programming. Participation involves a year-long process with one virtual meeting per month for four

months, approximately three hours per month. General agreement was expressed that this is a strong opportunity for the library. The Director will participate on behalf of MULD.

### **Standing Committee Reports**

*Building*

*Finance*

*Long Range Planning*

*Personnel*

*Policy*

*Technology*

*Fundraising*

### **Old and New Business**

Engineer's Final Proposal: A general overview of the proposed parking lot improvements was presented. The engineer estimates that the project can be completed for approximately \$100,000. Proposed work includes installing a power line to the front sign, replacing asphalt with six-inch concrete, and addressing safety concerns related to exposed rebar caused by snowplow movement of parking bumpers. It was clarified that the vote at this meeting was solely to approve submission of the plan to the state for review, not to approve construction. General discussion followed regarding parking bumpers, alternative options, and property boundaries adjacent to the field.

A motion was made to approve the Engineer's proposal so that he may submit it to the state for approval.

Moved by Shari, 2<sup>nd</sup> by Judi

Yes: All

A motion was made to reschedule the next board meeting to Thursday, 2/19/26.

Moved by Shari, 2<sup>nd</sup> by Katrina

Abstain: Paul

Yes: All

Brief discussion of disposal of library materials - Susan asked if the Friends could have the plastic sign; Sondra said yes.

A motion was made to approve the disposal of library materials.

Moved by Paul, 2<sup>nd</sup> by Judi

Yes: All

A motion was made to approve payment to J. Condon.

Moved by Shari, 2<sup>nd</sup> by Paul

Yes: All

A motion was made to approve the credit card policy and resolution authorizing new credit cards for staff spending, with discussion emphasizing keeping library credit cards separate rather than combined.

Moved by Paul, 2<sup>nd</sup> by Shari

Yes: All

A motion was made to approve the revised vacation policy.

Moved by Shari, 2<sup>nd</sup> by Jay

Yes: All

A motion was made to approve the updated resident fee as discussed previously.

Moved by Shari, 2<sup>nd</sup> by Paul

Yes: All

Friends' Scholarship Fund: Paul raised the issue of ensuring that scholarship donations would transfer to the library in the event the Friends group disbands. He requested that this be documented formally rather than treated as informal understanding. Shari suggested incorporating this provision into the Friends' bylaws. Paul agreed to pursue this, with board approval to follow at a later meeting.

Short-Term Goals: Paul inquired about the Director's short-term goals (3–6 months). The Director stated that her primary focus is completing all outstanding documentation.

### **Executive Session**

A motion was made to enter Executive Session regarding Personnel (5ILCS 120/2(c)(1)) at 8:17pm

Moved by Paul, 2<sup>nd</sup> by Shari

Yes: All

A motion was made to exit Executive Session and enter the regular meeting at 8:42pm

Moved by Judy, 2<sup>nd</sup> by Shari

Yes: All

The Board returned to Open Session at 8:43pm.

Director Compensation: The Board proposed a 10% salary increase for the Director, bringing the annual salary to \$73,513. The Board relayed expectations for the Director requesting transparency regarding workload should the Director become overwhelmed. There was general agreement that consistency and documentation are essential to library operations.

A motion was made to approve 10% salary raise for the Director.

Moved by Shari, 2<sup>nd</sup> by Paul

Yes: All

Library Mixer: The Board discussed a library mixer planned for March 2026, including alternatives to serving alcohol on library premises. Licensing requirements and applicable laws were briefly discussed. The Board agreed to revisit the matter at a later date.

Friends of the Library: Paul expressed appreciation for the Director's continued support of the Friends of the Library and noted the value of open communication between the Director and the Friends.

### **Adjournment**

The meeting was adjourned by Jay at 9:00pm.