

Anne West Lindsey District Library Board of Trustees Meeting
September 23, 2025

The monthly meeting of the Anne West Lindsey District Library of September 23, 2025 was called to order at 6:34 p.m. by Heather Abell Castlebery and a quorum was established. In attendance were Nancy Schmidt, Betsy McKinney, Elaine Miskell, and Paula Buritsch. Bill Slider and Sharon Wunderle were not in attendance. Library director, Mary Stoner; library staff, Pam Alstat; and financial secretary, Jennifer Sigler, attended as well.

A motion to approve the agenda was made by Paula Buritsch and seconded by Elaine Miskell. The motion carried.

Minutes from the August 26, 2025 meeting were read and approved with a motion from Elaine Miskell and seconded by Betsy McKinney. The motion carried.

Under *Communications*, Mary Stoner reported on receiving the final Equalized Assessed Valuations, Levies, Rates and Extensions for the 2024-2025 year from County Clerk and Recorder of Williamson County, Amanda Barnes.

The *Financial Secretary's Report* was presented by financial secretary, Jennifer Sigler. She reported on the library's assets, profit and loss, and operating budget vs. actual, July through August 2025; deposit detail and check detail for the month of August 2025. A motion was made by Paula Buritsch and seconded by Betsy McKinney to accept this financial report per audit. The motion carried.

In the *Library Director's Report*, Mary Stoner reported the following:

- (1) Work was finalized for the memorial of Irene Robinson.
- (2) E-books were ordered from Cloud Library and Libby.
- (3) Mary Stoner is planning to speak at the Carterville Chamber of Commerce general membership meeting on October 1 where the mayor will give his State of the City speech. Mary plans to share information on the library crawl and how it can boost the local economy.
- (4) Boxes were taken to the Cambria food pantry and recyclables to Progress Port.
- (5) The flag was put at half-mast on September 11, 2025.
- (6) Fall decorations, posters and fliers for the display case were put throughout the library.
- (7) Thank you to all board members who have gone to the banks to sign documents and to Elaine Miskell for overseeing the transfer of funds for multiple accounts.
- (8) Mike Jenkel provided a quote for staining the portico.
- (9) HSG was contacted about the air conditioning in the Children's area.
- (10) CINTAS examined and re-tagged the fire extinguishers.
- (11) The Friends of the Library did not meet in September. They will meet in October to finalize purchases for the book sale scheduled for October 31st and November 1st.

- (12) Nolan Hagler will take over the weeding, watering and general cleanup of the library grounds.
- (13) Mary Stoner participated in a Zoom meeting with a security company. The State Library is offering a grant for libraries to use funds to increase security. She is interested in adding more cameras and to lock the doors automatically in case of an emergency.
- (14) Mary Stoner attended a TIF meeting at Cambria Village Hall on August 28th.
- (15) A quarterly staff meeting was held on September 17th where the staff received Narcan training.
- (16) CDP was contacted about doing extra patrols in the evenings and weekends at the library.
- (17) The total number of Anne West Lindsey District library cardholders is 6,641.
- (18) Meet the Author: Mary Shelley will be held on October 11th at noon.
- (19) Banned Books Week will be held from October 5-11.
- (20) Lindsey Nelson, a local artist, will be teaching art classes for students in grades 5-8 with the funding and assistance of Artspace 304 and the Illinois Humanities Council. There will be an exhibition on November 3 at 5-6:30 p.m. to show off their work.
- (21) AASI will be returning on October 22nd from 5-6:30 p.m. for a star viewing party.
- (22) September Programming total is 1,174.
- (23) The library will sponsor a table near the Fire Station for Pumpkin Path on October 31 from 6 to 8 p.m.

Along with her customary Director's report, Mary Stoner presented reports from the librarians for the month of September 2025. The Director's and Librarians' reports were accepted with a motion from Elaine Miskell and seconded by Betsy McKinney. The motion carried.

Under *Board Action on the Financial Secretary's Requests*, Financial Secretary, Jennifer Sigler, requested \$40,000 be moved from the special reserve 2 account at First Southern Bank to the payroll account at The Bank of Herrin. Paula Buritsch made a motion to move \$40,000 from the special reserve 2 account at First Southern Bank to the payroll account at The Bank of Herrin. Betsy McKinney seconded the motion and it carried.

Under *Board Action on the Library Director's Requests*, Mary Stoner reported all library staff received Narcan training.

Under *Committee Reports and Assignments*, Mary Stoner reported Mike Jenkel provided a quote for staining the portico. She will contact several other contractors and acquire additional quotes, per the board's request.

Under *Intergovernmental Agreement with the Village of Colp*, the final Intergovernmental Agreement with the Village of Colp was presented to the board. The Village of Colp's city attorney and all interested board members will be invited to the October 28th meeting of the Anne West Lindsey Board of Trustees to sign this Intergovernmental Agreement for Library Services.

Under *Trustee Training and Comments*, the Per Capita Grant Checklist Requirements booklet was reviewed and discussed. Included in this checklist were Chapter 8 (System Member Responsibilities and Resource Sharing), Chapter 9 (Public Services: Reference and Reader's Advisory Services), and Chapter 10 (Programming).

The next Anne West Lindsey District Library Board Meeting will be held October 28th, 2025 at 6:30 p.m.

A motion to adjourn was made by Elaine Miskell and seconded by Paula Buritsch at 7:22 p.m.

These minutes were submitted by Nancy Schmidt, Secretary of the Anne West Lindsey District Library Board.