

Anne West Lindsey District Library Board of Trustees Meeting
February 3, 2026

The monthly meeting of the Anne West Lindsey District Library of February 3rd, 2026 was called to order at 6:30 p.m. by Heather Abell Castlebery and a quorum was established. The scheduled January 27th, 2026 meeting was postponed a week due to inclement weather. In attendance were Nancy Schmidt, Elaine Miskell, Paula Buritsch, Sharon Wunderle, and Bill Slider. Betsy McKinney was not in attendance. Library director, Mary Stoner, attended as well as financial secretary, Jennifer Sigler.

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

Minutes from the November 25th, 2025 meeting were read and approved with a motion from Paula Buritsch and seconded by Bill Slider. The motion carried.

Under *Communications*, Mary Stoner reported a portion of taxes distributed from Williamson County had been received. Robert M. Hall passed away on March 28th, 2025. The terms of his Trust provide that Anne West Lindsey District Library is to receive a monetary gift of \$100,000.00 upon his death. A thank you note will be sent to his family to recognize the lovely gift.

The *Financial Secretary's Report* was presented by Jennifer Sigler. She reported on the library's balance sheet as of December 31st, 2025; profit and loss, deposit detail, and check detail November through December 2025; and operating budget vs. actual, July through December 2025. A motion was made by Bill Slider and seconded by Elaine Miskell to accept this financial report per audit. The motion carried.

In the *Library Director's Report*, Mary Stoner reported the following for December 2025 and January 2026:

- (1) Memorials for Mary Slider, Carrol Adcock, and Jeanie Halderson were underway.
- (2) Nancy Yewell's memorial has been finalized.
- (3) The Tax Levy and Budget and Appropriation Ordinances were filed at the courthouse, along with the Receipts and Disbursements Report.
- (4) Mary Stoner attended the Cartersville Chamber's General Membership meeting in December. Mike Terrana attended the January meeting and promoted the e-kits and Rokus.
- (5) Mary Stoner worked with Lazerware on connecting new copiers to staff and public computers.
- (6) Monthly maintenance bills with Lazerware will be automatically withdrawn monthly from the Operating account.
- (7) Security cameras in the library and parking lots have been replaced and repaired.
- (8) Pulley Electric has replaced lights and light sensors inside the library.

- (9) The Friends of the Library did not meet in December or January. They plan to meet February 4th to prepare for their membership drive in March.
- (10) Family Reading Night was held in December.
- (11) A patron on library grounds was under the influence and has been banned from the building and grounds.
- (12) A meeting with the Colp Village Council needs to be planned soon.
- (13) Mary Stoner completed and mailed paperwork to the attorney representing Robert Hall.
- (14) The memorial check was received and has been deposited.
- (15) A leasing agreement with GFI Digital Technologies for the new copiers which were delivered in December has been signed.
- (16) Mary Stoner worked on the Illinet ILL and Reciprocal Borrowing Statistical Survey which is a requirement from the State Library and shows what the library has both borrowed and loaned out to other libraries throughout the state.
- (17) Programming total for the months of December and January was 2,197.
- (18) The Chamber of Commerce Annual Dinner will be held February 27th, 2026 at Walker's Bluff.
- (19) Youth Services began their yearly collection of valentines for seniors. Their goal was to collect 50 cards.

Along with her customary Director's report, Mary Stoner presented reports from the librarians for the month of December 2025 and January 2026. The Director's and Librarian's reports were accepted with a motion from Elaine Miskell and seconded by Bill Slider. It carried.

Under *Board Action on the Financial Secretary's Requests*, Jennifer Sigler requested to move \$100,000 from the tax account at First Mid Bank to the payroll account at Bank of Herrin. Paula Buritsch made a motion to move \$100,000 from the tax account at First Mid Bank to the payroll account at Bank of Herrin. Bill Slider seconded the motion and it carried.

Under *Board Action on the Library Director's Requests*, Mary Stoner announced board members were invited to the Chamber of Commerce Annual Dinner to be held on February 27th.

Under *Committee Reports*, the Strategic Plan/End of Year Evaluation (Year Four, 2025) Summary was presented to the board. There were 51 items on the planning checklist for Year Four (2025). The primary goal for this year was to focus on implementing technology that enhanced the patrons' library experience while also providing the necessary furnishings and accessories to support these new tools. Elaine Miskell made a motion to approve the Year Four evaluation of the 2022-2026 Strategic Plan. Bill Slider seconded the motion and it carried.

Under *Unfinished Business*, the Intergovernmental Agreement with the Village of Colp will be signed at a later designated date.

In *New Business*, the Semi-Annual Closed Session Minutes Review was conducted. Bill Slider made a motion to go into closed session at 7:10 p.m. Sharon Wunderle seconded the motion and it carried. Elaine Miskell made a motion to go back into open session at 7:11 p.m. Bill Slider

seconded the motion and it carried. Bill Slider made a motion to go into open session for the public. Elaine Miskell seconded the motion and it carried.

The Certificate of Status Non-Homestead Exemption Renewal form was distributed to the board. The renewal forms containing three property number(s) were signed by President Heather Abell Castlebery and will be filed in the Williamson County Clerk's Office.

Under *Trustee Training and Comments*, Sexual Harassment Prevention Training was discussed. To stay compliant with the law, the entire library board and staff need to complete sexual harassment prevention training annually.

The Illinois Public Library Standards-Access: Action Plan was covered. The action plans in each section are to be used as a tool for library directors, staff and board members to discuss and determine how their library is addressing the Illinois Public Library Standards. In order for a library to stay sustainable and viable, the library directors should regularly review the core standards with both board and staff.

In *Other Business*, tax installments for the library operating account was discussed.

The next Anne West Lindsey District Library Board Meeting will be held February 24th, 2026 at 6:30 p.m.

A motion to adjourn was made by Bill Slider and seconded by Sharon Wunderle at 7:28 p.m.

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