

Anne West Lindsey District Library Board of Trustees Meeting
November 25, 2025

The monthly meeting of the Anne West Lindsey District Library of November 25, 2025 was called to order at 6:30 p.m. by Heather Abell Castlebery and a quorum was established. In attendance were Nancy Schmidt, Betsy McKinney, Elaine Miskell, Paula Buritsch, and Sharon Wunderle. Bill Slider 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 Elaine Miskell and seconded by Betsy McKinney. The motion carried.

Minutes from the October 28, 2025 meeting were read and approved with a motion from Paula Buritsch and seconded by Sharon Wunderle. The motion carried.

Under *Communications*, Mary Stoner reported that Robert M. Hall passed away on March 28, 2025. The terms of his Trust provide that the Anne West Lindsey District Library is to receive a monetary gift of \$100,000.00 following his death. Mary Stoner also reported that a portion of the property taxes distributed from the Williamson County Tax Collector had been received. She also described an incident with a difficult patron.

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

The Certification of 3/5 Majority Vote Form, which is the Annual Financial Report containing information required by the Comptroller, Susana Mendoza, was provided to each board member. A motion to approve the Annual Financial Report was made by Elaine Miskell and seconded by Sharon Wunderle. The motion carried.

The Best Group LLC Engineered Systems Technology Everything Communications quoted a total of \$2,291.75 to install additional cameras in the library. Paula Buritsch made a motion to approve Best Group LLC's quote of \$2,291.75 to install additional cameras in the library. Elaine Miskell seconded the motion and it carried.

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

- (1) A sympathy card was sent to Nancy Yewell's daughter.
- (2) E-books were purchased for Libby and ordered from Cloud Library.
- (3) Mary Stoner attended the Carterville Chamber's monthly luncheon meeting and shared the results of the 2025 Library Crawl with 150 people participating. Five businesses have contacted the library and would like to be added to next year's Library Crawl Guidebook.

- (4) The Friends of the Library met on October 30th with Mary Stoner assisting them in setting up for the book sale and registering patrons for the Day of Giving.
- (5) Food items and boxes were donated to the Cambria and Crainville food pantries.
- (6) Quotes were received from three different copier companies with GFI Digital chosen.
- (7) Work is being done to secure digital banking set up with Banterra and Bank of Herrin.
- (8) A portion of the property taxes from the Williamson County Tax Collector was received.
- (9) Staff took recycling to Progress Port.
- (10) Nolan Hagler has been working on cleaning up the library grounds.
- (11) Quotes were received for new cameras on the back side of the building with work being done on existing nonrecording cameras.
- (12) Kallie Link has been contacted about an independent contractor position for facilitating the Write Out program. In addition, Mike Terrana will be teaching a computer class to senior citizens on Saturday morning.
- (13) Mary Stoner prepared for and attended the Rotary Club's Adulting 101 class which focuses on financial literacy.
- (14) Work has been ongoing for a grant up to \$20,000 which focuses on access to the library by adding a handicap accessible door for the Children's entrance and a push plate for the library's interior main door.
- (15) Colp's attorney, Aaron Atkins, has been contacted to set up a special board meeting.
- (16) Rue Tanner from the AASI (Astronomical Association of Southern Illinois), has asked for permission to include the library on their website as one of the libraries that has telescopes that can be checked out to patrons.
- (17) During the month of November, library Staff processed 284 items with 35 new library cards being issued. The total number of Anne West Lindsey District Library cardholders is 6,741.
- (18) The library will close at 5 p.m. on Wednesday, November 26th and re-open on Saturday, November 29th.
- (19) Family Reading Night (sponsored by the Carterville Lions Club) will be held on Monday, December 1st.
- (20) November Programming total is 1,831.
- (21) Work is progressing on a grant sponsored by Harley Davidson and Ameren to receive financial assistance with the power bill at the library.
- (22) The Cookie Decorating Contest will be held December 10th.
- (23) Family Reading Night with the Lions Club will be held on December 1st.

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

Under *Board Action on the Financial Secretary's Requests*, Jennifer Sigler requested \$50,000 be moved from the tax account at First Mid Bank to the operating account at First Southern Bank. Paula Buritsch made a motion to move \$50,000 from the tax account at First Mid Bank to the operating account at First Southern Bank. Betsy McKinney seconded the motion and it carried. Jennifer Sigler also requested \$20,000 be moved from the tax account at First Mid Bank to the payroll account at Bank of Herrin. Sharon Wunderle made a motion to move \$20,000 from the

tax account at First Mid Bank to the payroll account at Bank of Herrin. Betsy McKinney seconded the motion and it carried.

Under *Board Action on the Library Director's Requests*, Mary Stoner requested wireless printing be available for patrons in the library. Paula Buritsch made a motion to approve Comprise Technologies, Inc. with a bid of \$1,090.00 per year for wireless printing at the library. Elaine Miskell seconded the motion and it carried.

Under *Committee Reports*, the Strategic Committee plans to meet in December and the Personnel Committee plans to meet in January.

Under *Unfinished Business*, the Village of Colp and the library board plan to meet December 9th to sign the Intergovernmental agreement.

Under *Trustee Training and Comments*, all board members reviewed the Library Records Confidentiality Act whereas the registration and circulation records of a library are confidential information.

The next Anne West Lindsey District Library Board Meeting will be held January 27, 2026 at 6:30 p.m.

A motion to adjourn was made by Elaine Miskell and seconded by Sharon Wunderle at 7:24 p.m.

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