

Anne West Lindsey District Library Board of Trustees Meeting
October 28, 2025

The monthly meeting of the Anne West Lindsey District Library of October 28, 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 Bill Slider. Sharon Wunderle was not in attendance. Library director, Mary Stoner, and library staff, Pam Alstat, attended as well. Heather McCalla from the Bank of Herrin was in attendance. Financial Secretary, Jennifer Sigler, was not in attendance.

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

Minutes from the September 23, 2025 meeting were read and approved with a motion from Elaine Miskell and seconded by Bill Slider. The motion carried.

Under *Public Comments*, Heather McCalla from The Bank of Herrin presented documents which needed board member's signatures.

Under *Communications*, Mary Stoner reported on the Girl Scouts of Southern Illinois visiting the library for the Library Crawl. The library also received the certified final Equalized Assessed Valuations, Levies, Rates and Extensions for the 2024-2025 year from Amanda Barnes, County Clerk & Recorder of Williamson County. Ben Craft from Banterra Bank shared via e-mail the recent FED rate decrease, with an adjustment to the rate on the library's money market account from 2.42% to 2.25% effective 9/22/25.

The *Financial Secretary's Report* was presented by Mary Stoner due to the absence of financial secretary, Jennifer Sigler. She reported on the library's assets, profit and loss, and operating budget vs. actual, July through September 2025; deposit detail and check detail for the month of September 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 done on Nancy Yewell's memorial.
- (2) Office supplies and e-books from Cloud Library were ordered. Also, books were ordered for Libby.
- (3) Mary Stoner attended the Carterville Chamber's monthly luncheon meeting. She promoted the Library Crawl and already has several local businesses that would like their business name and address to be added to next year's Crawl Guidebook.
- (4) The Friends of the Library met on October 6th and were preparing for the book sale.
- (5) The library will have a table set up near the fire station at the Pumpkin Path this year.
- (6) Nolan Hagler will start working on cleaning up the library grounds on October 27th.

- (7) John A. Logan College Highway Construction Training Program will power wash and stain the portico Spring 2026. The library will cover the cost of renting a power washer and scissor lift. They will provide the tarps, paint brushes, and paint/stain sprayers.
- (8) The alarm on the fire display and the camera in the parking lot needed attention.
- (9) Mike Terrana is now a full-time permanent employee of the Anne West Lindsey District Library.
- (10) Colp's attorney, Aaron Atkins, stated the Colp Village Board will be meeting the same night as the Library Board. A time will be set up for them to come to the library and sign the IGA.
- (11) Caritas will put up an "Angel Tree" at the library again this year.
- (12) During the month of October, library Staff processed 271 items and 35 new library cards were issued.
- (13) October 31st and November 1st will be the Friends of the AWLD Library Book Sale.
- (14) November 1st will be the Craft and Vendor Fair.
- (15) October Programming total is 1,631.
- (16) The library will be sponsoring a Food for Fines Food Drive, collecting food to be donated to the Cambria and Crainville pantries for the month of November.

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

Under *Board Action on the Financial Secretary's Requests*, Mary Stoner requested on behalf of Financial Secretary, Jennifer Sigler, to move \$40,000 from 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. Bill Slider seconded the motion and it carried.

Under *Committee Reports*, Mary Stoner reported the power bill at the library has doubled. She will write a proposal to Harley Davidson to receive financial assistance from a grant sponsored by the company. Mary Stoner also discussed the revisions made in the Policy Manual. Paula Buritsch made a motion to approve the changes made to the Policy Manual. Bill Slider seconded the motion and it carried.

Under *Intergovernmental Agreement with the Village of Colp*, it was decided to sign the agreement at a later designated date.

The *Per Capita Grant Checklist Requirements* booklet was reviewed and discussed. Included in this checklist were Appendix D (Topics Recommended for New Trustee Orientation), Appendix E (Recommended Staffing Levels), Appendix F (Topics Recommended for Public Use of the Library Policy), Appendix G (Recommended Hours of Service by Population), and Appendix H (Topics Recommended for Collection Management Policy).

Under *New Business*, the Tax Levy Ordinance 25-02 was presented to the board. Elaine Miskell made a motion to approve the Tax Levy Ordinance 25-02. Bill Slider seconded the motion and it carried.

In *Other Business*, the emergency contact information included within the Disaster Plan of the Anne West Lindsey District Library was discussed. Contact names, telephone numbers, and proper emergency procedures were reviewed and updated.

The next Anne West Lindsey District Library Board Meeting will be held November 25th, 2025 at 6::30 p.m.

A motion to adjourn was made by Bill Slider and seconded by Elaine Miskell at 7:42 p.m.

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