

Tolono Public Library District
Board of Trustees Meeting Agenda
Tolono Public Library/ November 11, 2025, 6:30 pm

Board members present: Josie Donovan, Alaina Kanfer, Michelle Reed, Charles Schultz, Kelli Trei, Mary Thweatt

Board members absent: Pat Coombs

Others present: Travis Givens

1. Call to Order: 6:31 pm

2. Public Comment: None

3. President's Report:

a. General updates and trustee training reminders

b. Policy Committee Appointment

Kelli moves to appoint Michelle and Josie to the policy committee. Appointments are approved 6:0

Policy reminder: Board should review closed meeting minutes once per year, each January

4. Consent Agenda

a. Approve minutes of the September 2, 2025, October 7, 2025 board meetings

b. Treasurer's report

i. Review statements and reports

ii. Action Item: approval of checks for September 2025

iii. Action Item: approval of checks for October 2025

Kelli moves to approve consent agenda items. Charles seconds. Motion passes 6:0

5. Other Agenda Items

Special board meeting to vote on staff benefits package set for Tuesday November 18, 2025 5:30 pm

6. Committee Reports:

a. Building Committee: None

b. Finance/Budget Committee: None

c. Benefits/Personnel Committee: None

Add policy to committee list for next year.

7. Community Engagement Librarian Report

Discussion of activities all seem to be going well, and DMV event on 11/15 needs a few more registrants

8. Library Director's Report

Now residents can apply for cards online

Discussion of Baker & Taylor closing

9. Board of Trustees Executive Closed Meeting according to 5ILCS 120/2

a. Director one-year review.

Closed meeting convenes at 7:13 pm

10. Reconvene Open Meeting: 7:33pm

11. Old Business

a. Action Item: Vote to approve the Alcohol Policy Mary motioned, Kelli seconded. Motion passed 6:0

12. New Business

- a. 2025-01 Bylaws Amendment: First Reading, 11: Quorum: We will vote in January
- b. Action Item: Levy ordinance

Mary made motion, Josie seconds

Roll Call:

Mary Yes, Josie Yes, Alaina Yes, Charles Yes, Michelle Yes, Kelli Yes Motion passes 6:0

- c. Action Item: Levy of Building and Maintenance Tax

Motion made by Mary, Charles seconded

Name roll call

Mary Yes, Josie Yes, Alaina Yes, Charles No, Michelle Yes, Kelli Yes Motion passes 5:1

- d. Action Item: Library closure December 13

Kelli made motion, Michelle seconds, motion passes 6:0

- e. Action Item: Holiday Bonuses

Kelli moves to approve Travis proposal. Charles seconds. Motion passes 6:0

13. Adjournment – Kelli moved to close meeting at 8:07 pm