

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