

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

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

Board members absent:

Others present: Travis Givens, Kennedy Marlow

1. Call to Order: 6:33 pm

2. Public Comment:

Kennedy Marlow, President of the Friends of Tolono Public Library introduced herself

Meetings will be bimonthly

Next meeting is February 5, 2026

First event planned is brick painting fundraiser in the summer

Friends of the Tolono Public Library will send the minutes of each of their meetings to the TPL board

3. President's Report:

a. Continuing Education: <https://www.ila.org/publications/illinois-public-library-standards/introduction-to-the-standards>

Focus on governance first then committees

b. QSEHRA update – working to find out how to increase limits

c. Will review closed meeting minutes and process in February and in July, 2026

4. Consent Agenda

a. Approve minutes of the November 11, 2025, (Special) November 18, 2025 board meetings

b. Treasurer's report

i. Review statements and reports

ii. Action Item: approval of checks for November 2025

iii. Action Item: approval of checks for December 2025

Mary moves to approve. Motion passes 7:0

5. Other Agenda Items

6. Committee Reports: None

a. Building Committee: None

b. Finance/Budget Committee: None

c. Benefits/Personnel Committee: None

d. Policy Committee: None

7. Community Engagement Librarian Report

Events will be shared in advance with the board members so they can attend if available

All events this holiday season had good attendance except the mini-ball which will not be held next year.

8. Library Director's Report

Discussion of water usage and bill

9. Old Business

None

10. New Business

a. Action Item: 2025-01 Bylaws Amendment: 11: Quorum

Mary motions to accept amendment. Charles seconds.

Roll call: Mary Yes, Josie Yes, Michelle Yes, Kelli Yes, Alaina Yes, Pat Yes, Charles Yes

Motion passes 7:0

b. Action Item: Company credit card

Mary makes a motion to give Travis authority to investigate credit card companies, Kelli seconds.

Roll call: Mary Yes, Josie Yes, Michelle Yes, Kelli Yes, Alaina Yes, Pat Yes, Charles Yes

Motion passes 7:0

c. Action Item: Code of Conduct – # 6

Kelli moves to approve, Josie seconds.

Roll call: Mary Yes, Josie Yes, Michelle Yes, Kelli Yes, Alaina Yes, Pat Yes, Charles Yes

Motion passes 7:0

11. Continuing Education

Michelle attended ILA Trustee Day

Notes in trustee training folder

Librarylearning.org has additional training info

12. Adjournment –

Meeting adjourned 7:46 pm