

Tolono Public Library District
Board of Trustees Meeting Agenda
Tolono Public Library/ February 03, 2026, 6:30 pm

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

Board members absent: Michelle Reed

Others present: Travis Givens

1. Call to Order:

6:36 pm Kelli called the meeting to order.

2. Public Comment: None

3. President's Report:

a. Statement of Economic Interest forms

Each board member should fill out SEI forms due May 1, 2026 and we will submit them all together.

b. Benefits

Charles is trying to get clarity on QSHERA procedures.

c. By-laws

The updated by-laws will be posted to the website

4. Consent Agenda

a. Approve minutes of the January 6, 2026 board meeting

b. Approve Benefits/Personnel Committee minutes of the January 29, 2026 board meeting

update to the minutes: our next meeting will be Feb. 24, 2026

b. Treasurer's report

i. Review statements and reports

ii. Action Item: approval of checks for January 2026

Approved 6:00 , with the corrected date of the next Benefits/Personnel Committee meeting

5. Other Agenda Items

6. Committee Reports:

a. Building Committee: did not meet

b. Finance/Budget Committee: did not meet

c. Benefits/Personnel Committee: See consent agenda item. Committee members are following up with research on benefits including health insurance, continuing education and retirement

7. Community Engagement Librarian Report

Discussion of coffee talk ideas and notes online

8. Library Director's Report

Friends of the Library is up and running

Travis has two presentations at upcoming conference

Discussion of water bill

9. Old Business

- a. Phone system upgrade – Area-Wide

This will not include Internet service

Travis is working on the transition to avoid any disruption of service

10. New Business

Discussion of circulation statistics and how teen programs were implemented to increase teen usage.

Discussion of meeting schedule in the future

11. Continuing Education

- a. Discuss: Illinois Public Library Standards: [Governance and Administration](#)

Review by-laws maybe every 4 years, now that we have a new law firm Ancel Glink.

Consider posting the mission statement on the About Us section of the website

Discussion about soliciting community input from constituents, both by participating in events or something more formal.

Discussion about board orientation booklet

- b. Read for next month: Illinois Public Library Standards: [Finance and Budget](#)

Next meeting is Tuesday March 3, 2026

12. Adjournment -

7:57 pm meeting adjourned