

Genoa Public Library District

Board of Trustee Meeting Minutes

August 18, 2025

- I. BUDGET HEARING – The Budget Hearing was called to order at 7:16 pm by Vice-President Donna Bradshaw. No public members were in attendance. The Budget Hearing was adjourned in due form at 7:18 pm.
- II. CALL TO ORDER – Meeting was called to order at 7:18 pm by Board Vice-President Donna Bradshaw. Trustees present: Steven Veeneman, Mary Keys, and Jennifer Lechelt. Trustees absent: Jim Hansen. Also present: Library Director Jen Barton. *Due to Board President Jim Hansen’s absence, Vice-President Donna Bradshaw acted as Board President Pro-Tem.*
- III. APPROVAL OF AGENDA – Mary moved to approve the agenda as presented. Second by Steven. Vote: Yes/4, No/0
- IV. PUBLIC COMMENT – None
- V. PRESENTATIONS – None
- VI. APPROVAL OF MINUTES – Mary moved to approve the minutes from July 21, 2025. Second by Steven. Vote: Yes/4, No/0
- VII. CORRESPONDENCE
 - i. Library Director Jen Barton shared a press release from Secretary of State Alexi Giannoulias regarding recently passed legislation that now allows grants for security measures to libraries.
 - ii. Library Director Jen Barton read a thank you letter from the Genoa Police Department for our participation in the first National Night Out hosted on August 5, 2025.
 - iii. Library Director Jen Barton read correspondence from the Illinois State Library indicating that their public notice in the Daily Chronicle regarding our two board vacancies did not net any applicants.
- VIII. TREASURER’S REPORT – Steven moved that we place \$28,481.94 on the record for audit for the month of July. Second by Donna. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes.
- IX. OLD BUSINESS
 - i. Items on the Project List were reviewed, and the list will be updated to reflect progress and completion of current items.
- X. NEW BUSINESS
 - i. Steven moved to approve Budget and Appropriation Ordinance 25-02. Second by Donna. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes.
 - ii. Steven moved to decline the agreement with Doc Access for PDF accessibility on the grounds that Library Director Jen Barton has made sure all PDFs posted on the website are already accessible. Second by Jennifer. Vote: Yes/4, No/0.
 - iii. Mary moved to dismiss the vote on the Hartwig Mechanical quote to replace the (2) toilets in the women’s bathroom. Second by Steven. Vote: Yes/4, No/0. Library Director Jen Barton will acquire a second quote for comparison before proceeding with the required maintenance of toilets in the women’s bathroom.
- XI. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XII. DIRECTOR’S REPORT AND MONTHLY STATISTICS – Presented
- XIII. FUTURE AGENDA ITEMS – None
- XIV. ADDITIONAL DISCUSSION

- i. Library Director shared the statistics from summer reading 2025 which had a record-breaking number of participants register for the program (439) and a record-breaking number of participants complete the program (251). Overall program completion was 57%.
- ii. Library Director Jen Barton reviewed the new Illinois Public Library Standards portal on the Illinois Library Association website.

XV. CLOSED SESSION – None

XVI. ADJOURNMENT – The meeting was adjourned in due form at 7:56 pm.

Next Meeting: September 15, 2025