

Genoa Public Library District

Board of Trustee Meeting Minutes

July 21, 2025

- I. CALL TO ORDER – Meeting was called to order at 7:08 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.*
- II. APPROVAL OF AGENDA – Steven moved to approve the agenda as presented. Second by Jennifer. Vote: Yes/4, No/0
- III. PUBLIC COMMENT – None
- IV. PRESENTATIONS – None
- V. APPROVAL OF MINUTES – Steven moved to approve the minutes from June 23, 2025. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
 - i. Library Director Jen Barton read a letter from Secretary of State Alexi Giannoulis awarding the library a Per Capita grant for 2025-26 in the amount of \$7,762.93.
 - ii. Library Director Jen Barton read a letter from State of Illinois Representative Tony McCombie congratulating the library on being awarded a Per Capita grant for 2025-26.
- VII. TREASURER'S REPORT – Steven moved that we place \$23,209.17 on the record for audit for the month of June. Second by Donna. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes.
- VIII. OLD BUSINESS
 - i. Items on the Project List were reviewed, and the list will be updated to reflect progress and completion of current items.
- IX. NEW BUSINESS
 - i. Mary moved to approve the revised Authority to Spend policy as presented. Second by Steven. Vote: Yes/4, No/0
 - ii. Mary moved to approve the revised By-Laws as presented. Second by Steven. Vote: Yes/4, No/0
 - iii. Mary moved to approve Building Maintenance Ordinance 25-01. Second by Steven. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes.
 - iv. Steven moved to certify the 2025 Illinois Public Library Annual Report. Second by Jennifer. Vote: Yes/4, No/0
 - v. Steven moved to renew our Energy Savings Agreement with Smith-Dahlquist for 2025-26 at a cost of \$2,425.00. Second by Jennifer. A roll call vote was taken: Steven-yes, Jennifer-yes, Mary-yes, Donna-yes.
- X. STANDING COMMITTEES
 - a. Finance – None
 - b. Technology – None
 - c. Facilities – None
 - d. Policy - None
- XI. DIRECTOR'S REPORT AND MONTHLY STATISTICS – Presented
- XII. FUTURE AGENDA ITEMS – None
- XIII. ADDITIONAL DISCUSSION – Library Director Jen Barton submitted her vacation days through the end of 2025.
- XIV. CLOSED SESSION – None
- XV. ADJOURNMENT – The meeting was adjourned in due form at 7:40 pm.

Next Meeting: August 18, 2025