

Genoa Public Library District

Board of Trustee Meeting Minutes

January 19, 2026

- I. CALL TO ORDER – Meeting was called to order at 7:00 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 November 17, 2025. Second by Jennifer. Vote: Yes/4, No/0
- VI. CORRESPONDENCE
 - i. The library received an Assessment Appeals from a property owner who is petitioning the county to reduce their assessment by less than \$100,000.
 - ii. Library Director Jen Barton read a thank you card from Safe Passage.
- VII. TREASURER’S REPORT – Steven moved that we place \$22,567.11 on the record for audit for the month of November. Second by Donna. A roll call vote was taken: Jennifer-yes, Mary-yes, Steven-yes, Donna-yes. Steven moved that we place \$26,133.95 on the record for audit for the month of December. Second by Donna. A roll call vote was taken: Jennifer-yes, Mary-yes, Steven-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 made a motion to accept the NIR Roof Care agreement for semi-annual roof maintenance care at an annual cost of \$2,800. Second by Donna. A roll call vote was taken: Jennifer-yes, Mary-yes, Steven-yes, Donna-yes.
 - ii. Mary made a motion to table the discussion about the quote from Rockford Business Systems to replace our copiers until February’s meeting. Second by Jennifer. Vote: Yes/4, No/0
 - iii. Library Director Jen Barton shared the renewal summary for our insurance policies that will be renewed on February 1, 2026. Our commercial property/general liability and umbrella policies both increased in cost for a total policy package increase of 8.16% over last year.
- 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
 - i. Library Director Jen Barton reviewed the *Illinois Public Library Standards* with the board as part of the requirements for the Per Capita grant application which is due at the end of January 2026.
 - ii. Library Director Jen Barton shared that the library will not be participating in the 2026 Genoa Area Chamber of Commerce EXPO on March 7, 2026.

iii. Library Director Jen Barton will be on vacation Wednesday, January 21, 2026 through Sunday, January 25, 2026.

XIV. CLOSED SESSION – None

XV. ADJOURNMENT – The meeting was adjourned in due form at 8:03 pm.

Next Meeting: February 16, 2026