



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF PEKIN PUBLIC LIBRARY HELD TUESDAY, SEPTEMBER 23, 2025 AT 5:00 P.M. AT 301 S. FOURTH ST., PEKIN, IL.

TRUSTEES PRESENT: Carrie Allen, President; Randy Turner, Vice President; Gary Gillis, Treasurer; Mary Ann Ladendorf; Mary Jane Sours; Christy Gardner; Maureen Naughtin; Larry Spialek

TRUSTEES ABSENT: Leslie Leitner, Secretary

OTHERS PRESENT: Emily Lambe, Public Information Manager

Secretary Allen called the meeting to order at 5:01 p.m.

### MINUTES

The MINUTES of the Tuesday, July 22, 2025, Regular Board Meeting; Tuesday, August 26, Library Services Committee, and Tuesday, September 2, Building and Grounds Committee, were approved as presented. Copies of the minutes and financial reports were sent to the Trustees prior to the meeting. Trustee Gillis MOVED to APPROVE the minutes. Trustee Sours SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.

### AUDIENCE TO VISITORS

None

### CORRESPONDENCE AND COMMUNICATIONS

Trustee Connection

Upcoming Programs

Emily Lambe updated the Board on programs for October, noting the Friends of the Library Annual Meeting on Thursday, October 23.

### FINANCIAL REPORT AND EXPENDITURE APPROVAL

Following discussion, Trustee Gillis MOVED to APPROVE expenditures for July in the amount of \$161,176.89 and August in the amount of \$181,448.12. Trustee Gardner SECONDED the MOTION. On roll call vote, Trustees Sours, Turner, Naughtin, Allen, Gardner, Gillis, Ladendorf, and Spialek voted aye. There were no nays. MOTION was PASSED.

### COMMITTEE REPORTS

Library Services Committee Chair Christy Gardner summarized the last committee meeting, noting the committee talked about repurposing some library spaces, including using the Teen Space for a permanent play area for children; using the Quiet Reading Room as a teen space and additional meeting room space, modifying one study room to be sound proof for podcasts and recordings, and closing in the alcove between study rooms to make another private study room. Building and Grounds Committee Chair Mary Ann Ladendorf reported the committee looked at replacement options for the lobby front desk with an ADA height desk and discussed upgrading technology needs for the future. Director Brooks will be applying for an ADA grant for the desk.

### DIRECTOR'S REPORT

Director Brooks presented a draft of the FY2027 budget, noting another reduction in Replacement Tax disbursements and an increase in our RSA circulation fees. Director Brooks is also working with a consultant for the next Strategic Plan to help us develop goals that will help the library do our part in furthering the city's mission.

### UNFINISHED BUSINESS

None.

## **NEW BUSINESS**

### Approve North-East Brick Repair Project

Trustee Naughtin MOVED to APPROVE the North-East Brick Repair Project for \$5,500. Trustee Sours SECONDED the MOTION. This project will be funded from the Capital Maintenance Reserve Funds as part of the Capital Plan. On roll call vote, Trustees Sours, Turner, Naughtin, Allen, Gardner, Gillis, Ladendorf, and Spialek voted aye. There were no nays. MOTION was PASSED.

### Review and Approve Changes to Copy Machine Policy, Customer Service Policy, and Freedom of Information Act Policy

Trustee Gillis MOVED to APPROVE the changes to the Copy Machine Policy, Customer Service Policy, and Freedom of Information Act Policy. Trustee Spialek SECONDED the MOTION. Director Brooks noted the changes on the policies were in green. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.

## **OTHER BUSINESS**

None.

## **ADJOURNMENT**

Trustee Gillis MOVED to adjourn at 5:45 p.m. Trustee Gardner SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.

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Secretary

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President