



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF PEKIN PUBLIC LIBRARY HELD TUESDAY, JULY 28, AT 5:00 P.M. AT 301 S. FOURTH ST., PEKIN, IL.

TRUSTEES PRESENT: Carrie Allen, President; Randy Turner, Vice President; Leslie Leitner, Secretary; Maureen Naughtin; Christy Gardner; Larry Spialek

TRUSTEES ABSENT: Mary Jane Sours; Gary Gillis; Mary Ann Ladendorf

OTHERS PRESENT: Jeff Brooks, Director; Victoria Volckmann, Assistant Director

President Allen called the meeting to order at 5:03 p.m.

MINUTES

The MINUTES of the Tuesday, June 23, 2026, Regular Board Meeting and the Wednesday, July 9, 2026, Building and Grounds Committee were APPROVED. Copies of the minutes and financial reports were sent to the Trustees prior to the meeting. Trustee Spialek MOVED to APPROVE the minutes. Trustee Naughtin 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

Director Brooks updated the board on library programs for August. Director Brooks also shared highlights from the ALA Conference, including the various sessions attended. Director Brooks also reminded the Board of the upcoming ILA Conference on Oct. 6-8th. Early Bird registration is July 31. An email registration link will be emailed to the Board. Director Brooks also mentioned he will be scheduling committee meetings in August for the Executive Committee, Library Services Committee, Finance Committee, and Building and Grounds Committee.

FINANCIAL REPORT AND EXPENDITURE APPROVAL

Following discussion, Trustee Turner MOVED to APPROVE expenditures for June in the amount of \$143,068.36. Trustee Naughtin SECONDED the MOTION. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.

COMMITTEE REPORTS

The Building and Grounds committee met in July and discussed Lobby update.

DIRECTOR'S REPORT

Director Brooks shared the highlights of the Goal Meetups for each goal. Director Brooks also shared the proactive steps taken to address the image of the library, including several versions of a message that the library is a safe space.

UNFINISHED BUSINESS

None

NEW BUSINESS

Award Contract for Carpet Cleaning

Trustee Naughtin MOVED to APPROVE the Contract for Carpet Cleaning. Trustee Spialek SECONDED the MOTION. Director Brooks reviewed bids and noted funds will come from the Capital Maintenance fund for \$3866.30 to All-Pro Floor Care. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.

Award Contract for Removal of the Discharge Room Fire Suppression System	Trustee Gardner MOVED to APPROVE the Contract for Removal of the Discharge Room Fire Suppression. Trustee Turner SECONDED the MOTION. Director Brooks reviewed bids and noted funds will come from the Capital Maintenance fund for \$4,160.00 to Hitchcock Company. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.
Award Contract for Parking Lot Repair	Trustee Gardner MOVED to APPROVE the Contract for Parking Lot Repair. Trustee Naughtin SECONDED the MOTION. Director Brooks reviewed bids and noted funds will come from the Capital Maintenance fund for \$5815.00 to City Coal and Asphalt. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.
Award Contract for UV Film Installation on Youth Services Windows	Trustee Naughtin MOVED to APPROVE the Contract for UV Film Installation on Youth Services Windows. Trustee Spialek SECONDED the MOTION. Director Brooks reviewed bids and noted funds will come from the Capital Maintenance fund for \$5568.29 to Pitch Black Tenting. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.
Approve Endowment Fund Use for Planned Website Modifications and Updates	Trustee Spialek MOVED to APPROVE the Endowment Fund Use for Planned Website Modifications and Updates. Trustee Turner SECONDED the MOTION. Director Brooks noted the amount of \$9,585.00 is needed from the Endowment Fund to continued updates on the website. On roll call vote, Trustees Turner, Leitner, Naughtin, Allen, Gardner, and Spialek voted aye. There were no nays. MOTION was PASSED.
Review Standard for Advocacy and Community Engagement	Director Brooks reviewed the Standard for Advocacy and Community Engagement and suggested the Board watch some advocacy training videos.
Election of Officers	Trustee Spialek presented the nominations for officers for 2026-2027; President: Carrie Allen; Vice President: Randy Turner; Treasurer: Gary Gillis; Secretary: Leslie Leitner. Trustee Naughtin MOVED to APPROVE the slate as presented. Trustee Spialek SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED
Approve Meeting Dates for August 2026-2027	Trustee Leitner MOVED to APPROVE the Board Meeting Dates for 2026-2027. Trustee Spialek SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.
Approve Closed Session Minutes	Trustee Leitner MOVED to APPROVE to retain the Closed Session Minutes. Trustee Naughtin SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.
OTHER BUSINESS	None.
ADJOURNMENT	Trustee Leitner MOVED to adjourn at 6:22 p.m. Trustee Spialek SECONDED the MOTION. On voice vote, all present voted aye. There were no nays. MOTION was PASSED.

Secretary

President

