

December Board Minutes

Minutes of Board of Trustees Meeting – Monday, December 1st, 2025

Case-Halstead Public Library – Maddux Room, 550 Sixth St., Carlyle, IL 62231

Board Members:

Frank Buckingham, President -P	Tom Frerker, Treasurer - P
Cheryl Brinkmann, Secretary - P	Karen Jones - P
Darren Tracy, Vice President - AB	Stephanie Wilton- P
Valerie Nolte -P	Angie Redeker - AB
Mike Jansen, City Council Liaison -P	

Board Members Absent: Darren Tracy, Angie Redeker

Visitors Present: no

- I. Call to Order/Roll Call/ Introduction of Guests
 - a. Meeting was called to order at 7:00PM by Frank with the Pledge of Allegiance
- II. Meeting Minutes for November reviewed. Tom made the motion to approve November's meeting minutes and Stephanie seconded. All in favor.
- III. Treasurer's Report
 - a. Treasurer's Report reviewed for November. The bank's name has changed to Constitution Bank. Expenditures reviewed. 53% of the Budget has been expended. Budget meeting will be scheduled in 2026. Valerie made the motion to approve the Treasurer's Report with Karen seconding. All in favor.
- IV. Library Director's Report
 - a. Utility Reports (included in packet)
 - b. Library Statistics - November(included in packet for review)
 - c. YS Report - Grandma Mimi Story-Time attendees for November -64 attendees
 - d. Book Club at CCSC (Cheryl) - 3 in attendance.
 - e. CHPL Book Club - 16 in attendance
 - f. Young Adult Book Club (Kahre) - 8 in attendance
 - g. Library Story Walks - The Walk at City Park featured a Penguin story during the Christmas at the Park event. Weather will determine if the Walk stays active during the winter months.
 - h. Lego Club - 25 in Attendance!
 - i. Game Night - no numbers presented
 - j. Family Reading Night - 38 (space theme)
 - k. Festival of Trees - StoryTime attendees made snowmen for the tree
 - l. The landscaping company is completing projects and will start the patio in Spring 2026.
- III. Standing Committee Reports/Other Reports.

- a. City Council Liaison – nothing to report
- b. Friends of the Library -

- c. Public Comment: no public in attendance

IV. Old Business:

- a. Tech Grant Update - Currently seeking input from two companies.
- b. Policies and Procedures Committee - last revisions completed in 2023. Possible revisions to discuss in 2026 are banned books and social media.
- c. West Side Patio - delays due to materials and commitments to previous jobs.

V. New Business:

After discussion on Holiday Gift Cards for Staff and regular volunteers, Tom made the motion for Keith to purchase those cards not to exceed \$325 from a local restaurant with Stephanie seconding.

VI. Policies and Procedures Committee will review and set a meeting time for February.

VII. Personnel Committee – No Closed Session Needed

VIII. Trustee Education : Facts File provides a variety of Trustee information –. Serving the Public 4.0 <http://cyberdriveillinois.com>.

IX. Adjournment at 7:31PM. Tom made the motion, seconded by Valerie. All were in favor – meeting adjourned by Frank.

NEXT MEETING: Monday, February 2, 2026 at 7:00 PM.

Meeting Minutes Submitted By: Cheryl Brinkmann