

September Board Minutes

Minutes of Board of Trustees Meeting – Tuesday, September 2, 2025

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

Board Members Present:

Frank Buckingham, President	
Cheryl Brinkmann –Secretary	Karen Jones
Darren Tracy, Vice President	
Valerie Nolte	Stephanie Wilton
Mike Jansen, City Council Liaison	

Board Members Absent: Angie Redeker, Tom Frerker

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 August reviewed. Karen made the motion to approve August's meeting minutes and Darren seconded. All in favor.
- III. Treasurer's Report
 - a. August bills were reviewed and CDs were discussed. Darren made the motion to approve Library Bills/Treasurer's Reports for August as presented.
 - i. Valerie seconded the motion
 - ii. All in favor – motion passed
- IV. Library Director's Report
 - a. Utility Reports (included in packet)
 - b. Library Statistics - August (included in packet for review)
 - c. YS Report - Grandma Mimi Story-Time attendees for August - 94..
 - d. Book Club at CCSC - 6 in attendance
 - e. CHPL Book Club - 16 in attendance
 - f. Young Adult Book Club (Kahre) - no numbers available
 - g. Library Story Walks - Both are well-attended. Another Twilight Walk is planned at Willow Pond in October. Plans are in the works for the Library Story Walk.
 - h. National Get a Library Card Month will be celebrated with a Trivia Game and prizes.
 - i. It was noted utilities are being marked on the West side. The landscaping company is waiting on delivery of the remaining paver sections for the sidewalk.
- III. Standing Committee Reports/Other Reports.
 - a. City Council Liaison – nothing to report
 - b. Friends of the Library - Fall Book Sale will be September 17th through September 30th.

- c. Public Comment:
- IV. Old Business:
 - a. Tech Grant Update - CDS/Bill Roberts is being consulted on updates to current systems.
- V. New Business:
 - None discussed - currently waiting for patio/landscaping to be installed.
- VI. Policies and Procedures Committee will set a meeting time at the October meeting.
- 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: Darren made the motion, seconded by Stephanie. All were in favor – meeting adjourned at 7:34PM.

NEXT MEETING: October 6, 2025 at 7:00 PM.

Meeting Minutes Submitted By: Cheryl Brinkmann