SMITHTON PUBLIC LIBRARY DISTRICT
Board Meeting Minutes
October 15, 2026

1. Call to Order/Roll Call

The meeting was called to order by Board President, Brett Clasquin, at 7:03 pm with the following Board Members present: Brett Clasquin, Liz Harris, Ann Hart, Geoff Iverson. Madonna Harris and Zabelle Vartanian. Tony Gilbreth was absent. Also present was Library Director, Jenna Dauer

2. Citizen Comments

There were no Citizen Comments.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

3.1 Regular Meeting -- September 24, 2026

The Board did not receive the minutes from September 24, 2026.

4. Communications

The District received a donation request from Smithton Athletic Association. Socket Fiber flier was provided to receive free donuts from The Donut Den. The District also received an email from the Office of the Secretary of State for submitting the Illinois Public Library Annual Report.

5. Treasurer's Report/Approval of bills

The September 2026 treasurer's report, the Midlands credit card statement, and the check registry to date were reviewed.

6. The Librarian's Report

Notable items on the report: A July to September 2026 Profit and Loss report was presented which showed an annual fee to share books from anywhere, among other

income and expenses. The first session was today for the grant writing workshop. The Workers Compensation Insurance Audit was completed. Two additional cameras were installed. Director Dauer reported a change in the electric supplier to hopefully save money. Events and programming numbers were reviewed along with circulation statistics. The abridged and AI sections of the Digital Circulation in Hoopla were turned off and no longer available to patrons.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Geoff Iverson and seconded by Liz Harris.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Absent
L. Harris:	Aye
M. Harris	Aye
Hart:	Aye
Iverson:	Aye
Vartanian:	Aye

The motion passed with all in favor.

7. Old Business

7.1 Other

There was no Old Business to address at this time.

8. New Business

8.1 Ordinance 26-0511: Tax Levy / DISCUSSION & ADOPTION

Discussed the request and it was noted that most of our operating funds come out of the Corporate Fund. The board checked the document for errors. Madonna Harris signed the document as acting secretary in Tony Gilbreth's absence.

A motion was made to adopt Ordinance 26-0511: Tax Levy by Zabelle Vartanian and seconded by Ann Hart.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Absent
L. Harris:	Aye
M. Harris	Ave

Hart: Aye
Iverson: Aye
Vartanian: Aye

The motion passed with all in favor.

8.2 LPL CD Reaching Maturity 10/29/26 / DISCUSSION & APPROVAL
Brett Clasquin will contact the bank to secure the next CD with best rates.
A motion to secure another CD from Regions Bank was made by Madonna Harris and seconded by Liz Harris.

A roll call vote was taken:

Clasquin: Aye
Gilbreth: Absent
L. Harris: Aye
M. Harris Ave
Hart: Aye
Iverson: Aye
Vartanian: Aye

The motion passed with all in favor.

8.3 Per Capita Grant Requirement- Illinois Public Library Standards topics Human Resources, Information Services. Marketing and Promotion/DISCUSSION AND REVIEW

8.4 St. John the Baptist and Library Contract/DISCUSSION & APPROVAL
The St. John the Baptist and Library Contract was reviewed by all board members. The board signed (Madonna Harris, Acting Secretary) Director Dauer will send to St. John for them to sign.

A motion to adopt the *Contract for Library Services* was made by Liz Harris and seconded by Zabelle Vartanian

A roll call vote was taken:

Clasquin: Aye
Gilbreth: Absent
L. Harris: Aye

M. Harris	Aye
Hart:	Aye
Iverson:	Aye
Vartanian:	Aye

The motion passed with all in favor.

8.5 Subcontractors' Workers Compensation Insurance / DISCUSSION

After discussion, the Board wishes to consult with Tony Gilbreth before further action on this item.

8.6 Other

There was no other New Business to address at this time.

9. Board Concerns

9.1 Update Regions Bank Signers / DISCUSSION & APPROVAL
Combined discussion with 9.2- see below

9.2 Add "Official Custodian"to each account at Regions Bank/ DISCUSSION and APPROVAL
Board discussion regarding these two items recommended Brett Clasquin as "Official Custodian" of the Regions accounts. Jenna Dauer will be added to all accounts as well. Kim Kunkelmann name changes to Kim Volpert. The signers will be Jenna Dauer, Kim Volpert, Tony Gilbreth, Brett Clasquin and Ann Hart.
Motion to approve the Regions Bank signers and add an Official Custodian was made by Zabelle Vartanain and seconded by Liz Harris.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Absent
L. Harris:	Aye
M. Harris	Aye
Hart:	Aye
Iverson:	Aye
Vartanian:	Aye

The motion passed with all in favor.

9.3 Board Training Topics: Director Evaluation and Board/Director Communication/ DISCUSSION
The board discussed Director Evaluation and Board/Director Communication with paperwork presented from the iLEAD Trustee Training Portal.

9.4 Other
There was no other items to discuss at this time

10. Announcements

Next Board Meeting: Thursday, November 19, @ 7 pm.
(NO DECEMBER 2026 MEETING)

11. Adjournment

A motion to adjourn was made by Geoff Iverson and seconded by Ann Hart.
A vote was taken, the motion passed and the meeting was adjourned at 8:20 pm.

Respectfully submitted,

Madonna Harris
Acting Secretary