SMITHTON PUBLIC LIBRARY DISTRICT
Board Meeting Minutes
September 24, 2026

1. Call to Order/Roll Call
The meeting was called to order by Board President, Brett Clasquin, at 7:04 pm with the following Board Members present: Brett Clasquin, Ann Hart, Madonna Harris, Tony Gilbreth, and Zabelle Vartanian. Geoff Iverson and Liza Harris was absent. Others present were Library Director, Jenna Dauer.

2. Citizen Comments
None.

3. Approval of Minutes
3.1 August 21, 2025 Regular Meeting. The minutes of the August 27, 2026 Regular Meeting were reviewed. No edits were required.

4. Communications
The Director received a solicitation to sponsor the Smithton Commercial Club Haunted Trail. The Board did not direct Director Dauer to respond.

5. Treasurer's Report/Approval of Bills
The Treasurer's Report and related documents were reviewed and questions answered.

6. Librarian's Report
Director Dauer presented the Librarian's Report. A Circulation Clerk and Program Coordinator have both been hired to perform the duties previously performed by Linda Hill.

Trustee Harris moved to approve Items 3-6 as consent items, the motion was seconded by Trustee Hart. Roll call vote showed all Trustees voting aye.

7. Old Business
7.1 The Contract for Library Services with St. John the Baptist School was discussed, but no action was taken.

8. New Business

8.1. FY 2027 Per Capita Grant Requirement Topics – Collection Management; Finance and Budget; and Governance and Administration.
The materials concerning these topics were reviewed and discussed amongst the Board and Director Dauer.

8.2 Other.
None.

9. Board Concerns

9.1 Update on Regions Bank signers/DISCUSSION & APPROVAL: The Director had no update on this item.

9.2 Add "Official Custodian" to each account at Regions Bank/DISCUSSION & APPROVAL: The Director had no update on this item.

9.3 Update Primary Admin on online banking at Midland States Bank/DISCUSSION & APPROVAL: Trustee Gilbreth made a motion to remove Steve Gines as primary administrator on the Midland States Bank account and to add Brett Clasquin as the primary administrator; the motion was seconded by Trustee Hart. Roll call vote showed all trustees voting unanimously in favor of the motion.

9.4 Treasurer's Bond/DISCUSSION & APPROVAL: Trustee Gilbreth made a motion to approve the acquisition of the Treasurer's Bond as presented at the meeting; Trustee M. Harris seconded the Motion. Roll call vote showed all trustees voting unanimously in favor of the motion.

9.5 Board Training Topic – Strategic Planning and Community Engagement/DISCUSSION: The Board reviewed and discussed the training materials.

10. Announcements

10.1 The board meeting on November 19, 2026 at 7:00 p.m. was announced.

4. Adjournment. A motion to adjourn was made by Trustee M. Harris, seconded by Trustee Gilbreth. The motion carried unanimously.

Respectfully submitted,

Anthony Gilbreth, Smithton PLD Board Secretary