

# **SMITHTON PUBLIC LIBRARY DISTRICT**

## **Board Meeting Minutes**

### **June 26, 2025**

#### **1. Call to Order/Roll Call**

The meeting was called to order by Board President, Brett Clasquin, at 7:49 pm with the following Board Members present: Brett Clasquin, Liz Harris, Ann Hart, and Mary Sue Iverson. Tony Gilbreth, Madonna Harris, and Zabelle Vartanian were absent. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

#### **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 Special Board Meeting – January 27, 2025

These minutes were not available.

3.2 Regular Meeting – May 15, 2025

The Board reviewed the May 15, 2025 minutes.

3.3 Personnel Committee Meeting Minutes – May 15, 2025

The Board reviewed the Personnel Committee minutes from the May 15<sup>th</sup> meeting.

#### **4. Communications**

The District received a Congratulations for President Brett Clasquin's election. Country Financial also sent an invitation to a client appreciation event. The State of Illinois sent an invitation to a Local Officials Appreciation Picnic at the State Fair in August.

#### **5. Treasurer's Report/Approval of bills**

The May Treasurer's reports and the check registry to date were reviewed.

## **6. The Librarian's Report**

Notable items on the report were the approval of Erate for the District, the installation of fiber for phone service, and the upcoming installation of security cameras. The September Board meeting date will be moved from September 18<sup>th</sup> to the 25<sup>th</sup>, due to scheduling conflicts for the Director. The Board discussed various options for a memorial to Laura Kilby Blaes. The Chinn family wishes to run a book sale for the Library. The Board okayed the hire of 2 new employees to make shift coverage more manageable. Library programming and statistics were reviewed.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda 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	Absent
Hart:	Aye
Iverson:	Aye
Vartanian:	Absent

The motion passed with all in favor.

## **7. Old Business**

### **7.1 Other**

There was no Old Business to discuss at this meeting.

## **8. New Business**

### **8.1 FY2026 Technology Plan / REVIEW & APPROVAL**

The Director presented the plan and the budget for the plan.

A motion to adopt the FY2026 Technology Plan was made by Ann Hart and seconded by Mary Sue Iverson.

A roll call vote was taken:

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

The motion passed with all in favor.

## 8.2 FY2026 Working Budget / DISCUSSION & APPROVAL

A motion to approve the FY2026 Working Budget was made by Liz Harris and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed with all in favor.

## 8.3 "Tentative" Ordinance 25-03: Budget and Apprriations approval / DISCUSSION & APPROVAL

A motion to tentatively adopt Ordinance 25-03 *ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING THE 1<sup>ST</sup> DAY OF JYLY 2025 AND ENDING THE 30<sup>TH</sup> DAY OF JUNE 2026* was made by Liz Harris and seconded by Ann Hart.

A roll call vote was taken:

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

The motion passed with all in favor.

## 8.4 Bi-annual Review of Closed Session Minutes / REVIEW & APPROVAL

A motion to keep the closed session minutes closed was made by MarySue Iverson and seconded by Ann Hart.

All were in favor and the motion passed.

## 8.5 Other

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

## **9. Board Concerns**

9.1 Officer elections and Committee Assignments for FY2026 / DISCUSSION & APPROVAL  
This will be decided at the August Board meeting, where more members will be present.

### 9.2 Other

Board Member Ann Hart mentioned that a complete list of former librarians should be maintained and also put on the plaque in the foyer. The Director will work on this.

## **10. Announcements**

Next Board Meeting: Thursday, August 21, 2025, @ 7 pm.  
(NO JULY MEETING)

## **11. Adjournment**

A motion to adjourn was made by Ann Hart and seconded by Liz Harris

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A vote was taken, the motion passed and the meeting was adjourned at 8:32 pm.

Respectfully submitted,

Linda Hill  
Recording Secretary