

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

October 16, 2025

1. Call to Order/Roll Call

The meeting was called to order by Board President, Brett Clasquin, at 7:06 pm with the following Board Members present: Brett Clasquin, Tony Gilbreth, Liz Harris, Ann Hart, and Geoff Iverson. 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

Board Secretary Tony Gilbreth gave a verbal review of the September 25, 2025 minutes. (A written copy was not available for approval.)

4. Communications

The District received a request for a letter of support for an IDOT grant application from the Smithton Village Zoning Administrator. Also received was a request for permission to do photography of the Library. A tax settlement sheet was received.

5. Treasurer's Report/Approval of bills

The September Treasurer's reports, the Midlands credit card statement, and the check registry to date were reviewed.

6. The Librarian's Report

Notable items on the report were the weeding and disposal of local records, staff hired, and upcoming events. 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 Geoff Iverson.

A roll call vote was taken:

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

The motion passed with all in favor.

7. Old Business

There was no Old Business to address at this time.

8. New Business

8.1 Ordinance 25-05: Tax Levy / DISCUSSION & APPROVAL

A motion to adopt Ordinance 25-05 *ORDINANCE LEVYING AND ASSESSING PROPERTY TAX FOR SMITHTON PUBLIC LIBRARY DISTRICT OF THE COUNTY OF ST. CLAIR, STATE OF ILLINOIS FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JULY, 2025 AND ENDING THE 30TH DAY OF JUNE, 2026* was made by Ann Hart and seconded by Tony Gilbreth.

A roll call vote was taken:

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

The motion passed with all in favor.

8.2 Transfer Funds to Special Reserve Fund / DISCUSSION & APPROVAL

After discussion, the Board decided not to transfer any funds at this time.

8.3 LPL CD Reached Maturity – Further Action Needed / DISCUSSION & APPROVAL

A motion to rollover the \$104,389 in the CD and reinvest it was made by Ann Hart and seconded by Liz Harris.

A roll call vote was taken:

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

The motion passed with all in favor.

8.4 Per Capita Grant Requirement – *Serving Our Public 4.0*: Chapter 8 ("System Member Responsibilities and Resource Sharing"); Chapter 9 ("Public Services: Reference and Reader's Advisory Services"); and Chapter 10 ("Programming") / DISCUSSION
The Board discussed the required chapters.

8.5 Other

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

9. Board Concerns

9.1 Potato Decorating Contest

The Board voted on their favorite potatoes for the contest.

9.2 Other

There were no other Board Concerns to address at this time.

10. Announcements

Next Board Meeting: Thursday, November 20, 2025, @ 7 pm.

11. Adjournment

A motion to adjourn was made by Liz Harris and seconded by Geoff Iverson.

A vote was taken, the motion passed and the meeting was adjourned at 8:00 pm.

Respectfully submitted,

Linda Hill
Recording Secretary

