

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

January 15, 2026

1. Call to Order/Roll Call

The meeting was called to order by Board President, Brett Clasquin, at 7:02 pm with the following Board Members present: Brett Clasquin, Liz Harris, Madonna Harris, Geoff Iverson, and Zabelle Vartanian. Ann Hart entered after the meeting had begun and Tony Gilbreth were absent. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comments

There were no Citizen comments.

(Ann Hart entered at this time: 7:03 pm)

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 November 20, 2025, regular meeting minutes
The Board reviewed the minutes.

4. Communications

4.1 Certificate of Status of Exempt Property (requires signature)

The Board President signed the Certificate.

4.2 Christmas and Thank You Cards

The Board looked at the various Christmas cards sent to the District along with Thank You cards sent to the Board.

4.3 Other communications

Information was received about the OMA and FOIA amendments. A letter from Freeburg High School asking for donations for Post Prom was also received. Other communications were: Information about the Trustee Training portal from IHLS, IPLAR (Illinois Public Library Annual Report) feedback, and a final tax settlement sheet from St. Clair County.

5. Treasurer's Report/Approval of bills

The November and December 2025 treasurer's reports, the Midlands credit card statement, and the check registry to date were reviewed. The Board also examined the Profit and Loss statement for July 1- December 31, 2025, and the Working Budget with notes for the same period. Liz Harris asked about the unusual payroll amount on the Profit and Loss Statement. Jenna will check with the bookkeeper for an explanation and report the answer back to the Board.

6. The Librarian's Report

Notable items on the report: The Per Capita grant is submitted. The Board okayed using Library funding for the Staff Holiday party. The Annual Certification is also completed. The Director reported on the submission of names for the Statement of Economic Interest and a dormancy notice from the 1st National Bank. Events and programming numbers were reviewed along with circulation statistics.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Zabelle Vartanian and seconded by Ann Hart.

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 LPL Financial Certificate of Deposit Due / DISCUSSION & APPROVAL

Board President Brett Clasquin will investigate rates and make a selection.

A motion to approve the purchase of a CD with the best rate for the period of 1 – 1½ years was made by Geoff Iverson and seconded by Ann Hart.

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.

8.2 Bylaws addition – remote meetings – include “performance of active military duty as a service member” / DISCUSSION & APPROVAL

A motion to amend the Remote Meetings Bylaw to include “performance of active military duty as a service member” 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	Aye
Hart:	Aye
Iverson:	Aye
Vartanian:	Aye

The motion passed with all in favor.

8.3 Tonies® Lending Policy (form) / DISCUSSION & APPROVAL

The Board discussed how to handle the addition of new equipment to the Library’s collection in regards to reviewing and voting on item-specific policies. They decided that this could be left up to the discretion of the Director and asked only to be informed about the addition of the new items. No vote was necessary.

8.4 SWANK Movie Licensing quote / DISCUSSION & APPROVAL

The Board suggested not purchasing a new license unless the price justifies it. The Director will check on pricing information and the Board will reevaluate it at the next meeting.

8.5 Bi-Annual Review of Closed Session Minutes / REVIEW & APPROVAL

A motion to leave the closed session minutes closed was made by Ann Hart 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.

8.6 Other

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

9. Board Concerns

9.1 Statement of Economic Interest Names Submitted / DISCUSSION

This was discussed earlier in the meeting during the Librarian's report.

9.2 1st National Bank Dormancy Notice / DISCUSSION

This was discussed during the Librarian's report.

10. Announcements

Next Board Meeting: Thursday, February 19, 2026, @ 7 pm.

11. Adjournment

A motion to adjourn was made by Geoff Iverson and seconded by Zabelle Vartanian. A vote was taken, the motion passed and the meeting was adjourned at 8:15 pm.

Respectfully submitted,

Linda Hill
Recording Secretary