

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

August 27, 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, Tony Gilbreth, Liz Harris, Ann Hart, Madonna Harris, and Geoff Iverson. Zabelle Vartanian was absent. Also present was Library Director, Jenna Dauer.

2. Citizen Comments

Dr. & Mrs. Jim were present to commend Director Dauer for all of her efforts to promote the library and serve the citizens of the SPLD. They specifically mentioned the StoryWalk as an excellent outreach program, and Jenna's personal help for them in their various literary projects.

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 – June 18, 2026

3.2 Special Meeting – July 23, 2026

3.3 Public Hearing – August 20, 2026

The Board reviewed the minutes.

4. Communications

The District received a lovely thank you note from Linda Hill for her retirement gift.

The District received a notice of the enactment of Public Act 104-0808.

The District received a letter addressed to Trustee Hart from the Smithton Senior Center acknowledging her donation, which was made by the district.

5. Treasurer's Report/Approval of bills

The June and July 2026 treasurer's reports, Midlands credit card statements, and check registries to date were reviewed.

6. The Librarian's Report

Notable items on the report: County Tax Distribution payments have begun. The District has received \$121,634.96 in payments thus far in the Fiscal Year; Summer reading program update; hiring update after division of assistant librarian duties into two separate

clerk positions. 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 Tony Gilbreth 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

7.1 Other

There was no Old Business to address at this time.

8. New Business

8.1 Ordinance 26-03: Budget and Appropriations / DISCUSSION & ADOPTION

A motion to adopt Ordinance 26-03 *ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JULY, 2026 AND ENDING THE 30TH DAY OF JUNE 2027* was made by Madonna Harris and seconded by Liz Harris.

A roll call vote was taken:

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

The motion passed with all in favor.

8.2 Addition of Exterior Cameras / DISCUSSION & APPROVAL

A motion to approve the purchase and installation of two additional security cameras 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	Aye
Hart:	Aye
Iverson:	Aye
Vartanian:	Absent

The motion passed with all in favor.

8.3 Secretary's Audit / DISCUSSION & APPROVAL

The Board examined the Secretary's minutes and other records for the past fiscal year. A motion to approve the Secretary's Annual Audit was made by Tony Gilbreth and seconded by Ann Hart.

A voice vote was taken: 6 ayes, 0 nays, 1 absent.

The motion passed.

8.4 Updated Illinois Freedom of Information Act Notice / DISCUSSION & APPROVAL

A motion to adopt the updated Illinois Freedom of Information Act Notice was made by Liz Harris and seconded by Madonna Harris.

A voice vote was taken: 6 ayes, 0 nays, 1 absent.

The motion passed.

8.5 Ordinance 26-04: Building Maintenance Tax Levy for FY26 / DISCUSSION & APPROVAL

A motion to adopt Ordinance 26-04 *AN ORDINANCE TO LEVY AND ASSESS A TAX FOR SMITHTON PUBLIC LIBRARY DISTRICT OF THE COUNTY OF ST. CLAIR, STATE OF ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027* was made by Geoff Iverson and seconded by Madonna Harris.

A roll call vote was taken:

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

Hart:	Aye
Iverson:	Aye
Vartanian:	Absent

The motion passed with all in favor.

8.6 Statement of Receipts and Disbursements for FY26 / DISCUSSION & APPROVAL

The Board reviewed the Statement of Receipts and Disbursements for FY26 prepared by Kimberly Volpert. A motion to accept and approve the Statement of Receipts and Disbursements was made by Tony Gilbreth and seconded by Liz Harris.

A roll call vote was taken:

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

The motion passed with all in favor.

8.7 FY2027 Per Capita Grant Requirement – Topics: Access, Advocacy and Community Engagement, Buildings and Grounds

The Board reviewed, with rapt attention, the Per Capita Grant materials.

8.8 Transfer Funds to Special Reserve Fund / DISCUSSION & APPROVAL

The Director recommended we retain unspent funds from the prior fiscal year as operational reserves for the current fiscal year.

No action was taken.

8.9 Other

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

9. Board Concerns

9.1 Update Signers at Regions Bank / DISCUSSION & APPROVAL

This was consolidated with Item 9.2.

9.2 Add "Official Custodian" to each account at Regions Bank / DISCUSSION & APPROVAL

The Director is going to inquire of Regions Bank about any parameters or prohibitions on who can serve as Official Custodian and will report back to the Board.

9.3 Officer Elections and Committee Assignments for FY2027 / DISCUSSION & APPROVAL
Current officers and committee members were re-nominated to their positions. A motion to re-appoint the nominees to their respective positions was made by Tony Gilbreth and seconded by Ann Hart.

A voice vote was taken: 6 ayes, 0 nays, 1 absent.

The motion passed.

9.4 Board Training Topics – Policy Development and Review / DISCUSSION

American Library Association materials on policy, procedure, and bylaw development were reviewed and discussed.

9.5 Election Paperwork / DISCUSSION

Information concerning election petitions for the April 6, 2027 Consolidated Election was reviewed and discussed.

9.6 Other

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

10. Announcements

Next Board Meeting: Thursday, September 24, 2026, @ 7 pm.

11. Adjournment

A motion to adjourn was made by Tony Gilbreth and seconded by Ann Hart.
A voice vote was taken: 6 ayes, 0 nays, 1 absent. The motion passed and the meeting was adjourned at 8:24 pm.

Respectfully submitted,

Anthony P. Gilbreth
Board Secretary