

Coal City Public Library District

Regular Board Meeting

August 19, 2025

CALL TO ORDER

President Debi Trotter called the regular monthly meeting of the Coal City Public Library District Board of Trustees to order at 6:30 p.m.

ROLL CALL

The Assistant Director called the roll.

Trustees present:

Carol Crawford

Steve Smith

Dean Vigna

Katie Ludes

Betsy Stahler

Debi Trotter

Becky Sipple

Others present:

Leah Bill, Library Director

Cindy Starks, Assistant Director

Gerry Glunz, IT Coordinator

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. July 8, 2025 Regular Board Meeting Minutes;
2. Action of Bills;
3. Finance Policy;
4. Library Card Policy;
5. Material and Monetary Donations Policy;
6. Reimbursement of Travel, Meal, Lodging Expenses Policy;
7. Security Camera Policy;
8. Social Media Policy; and
9. Personal Property Policy.

Motion by Steve Smith and second by Betsy Stahler that

The Board approve the consent agenda items: (1) July 8, 2025 Regular Board Meeting Minutes; (2) Action of Bills; (3) Finance Policy; (4) Library Card Policy; (5) Material and Monetary Donations Policy; (6) Reimbursement of Travel, Meal, Lodging Expenses Policy; (7) Security Camera Policy; (8) Social Media Policy; and (9) Personal Property Policy.

Motion carried by roll call vote.

Ayes: Sipple, Smith, Stahler, Vigna, Crawford, Ludes, and Trotter

CORRESPONDENCE

None.

PUBLIC COMMENT

None.

TREASURER'S REPORT

Treasurer Betsy Stahler presented a written treasurer's report (attached). The report will be filed for audit.

DIRECTOR'S PROGRESS AND SERVICE REPORT

Director Leah Bill submitted the director's report, which included the statistics for July (attached). Leah recommended continuing with the discounted fee on faxes for Coal City Public Library District cardholders and the Board of Trustees had no objection.

IT Coordinator Report

Gerry Glunz, IT Coordinator presented to the Board of Trustees on his current and future goals for the Library.

STANDING COMMITTEE REPORTS

Budget

Chairman Stahler discussed the revised Chronology in the Board of Trustees handouts. The public hearing has been moved to September 9 at 6:15 p.m.

Policy

Chairman Crawford scheduled a meeting on Monday, August 25 at 4:00 p.m. in the Library Director's office to review the following policies: (1) Meeting Spaces and Application; (2) Search Warrant; and (3) Photography and Video.

Buildings and Grounds

Chairman Vigna discussed the findings from the annual walk through conducted on August 7. Suggestions included: (1) new carpeting for the Storytime Room; (2) painting of the exterior beams; (3) painting along with south wall from the Library Director's office to the west wall; and (4) attention needs to be given to the two Annex signs.

AD HOC COMMITTEE REPORT

Minute Review Committee

Chairman Smith reported there were no discrepancies found after the Committee's review of the FY 24/25 minutes.

Motion by Steve Smith and second by Betsy Stahler that

The Board accept the Minute Review Committee's Report, as presented.

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, Ludes, Sipple, and Trotter

NEW BUSINESS

Parking Lot Project

Motion by Steve Smith and second by Dean Vigna that

The Board award the parking lot project to the lowest responsive, responsible bidder D Construction in the amount of \$39,096.72.

Motion carried by roll call vote.

Ayes: Stahler, Vigna, Crawford, Ludes, Sipple, Smith, and Trotter

Trustee Open Discussion

The Trustees discussed recent articles on library trends.

ANNOUNCEMENTS

September 1 Closed for Labor Day

September 3 Deadline for Agenda

September 9 Public Hearing concerning the tentative budget and appropriation ordinance held in the Irving Street Annex starting at 6:15 p.m.

September 9 Regular monthly meeting of the Coal City Public Library District at 6:30 p.m. in the Irving Street Annex

ADJOURNMENT

Motion by Carol Crawford and second by Becky Sipple that

The Board adjourn the meeting.

Motion carried by roll call vote:

Ayes: Vigna, Crawford, Ludes, Sipple, Smith, Stahler, and Trotter

Meeting was adjourned at 7:00 p.m.

Signature: _____ September 9, 2025
Carol Crawford, Secretary