



Meeting of the Board of Trustees

Caseyville Public Library District

February 11, 2026 (**Amended 04/01/26**)

1. Call to Order: The meeting was called to order at 5:56 p.m.
2. Roll Call: Mary Beth Reiniger, Chris Bell, Katie Ekstrom, Dick Koblitz, Terri Riutcel, Jen Mauk, and Jackie Keck. Joann Reiniger was excused.
3. Approval of Minutes (01/14/26): A motion was made by Dick Koblitz and seconded by Katie Ekstrom to accept the minutes as written. All approved.
4. Public Forum:
 - a) Written Correspondence: J. Turner requested that 2 copies of Bob Stephens' books be sent to her in Tennessee. The books were \$20 a piece and in addition to the \$40 for the books, Ms. Turner made a donation of \$60 to the library.
 - b) Audience input: No audience.
5. Committee Reports:
 - a) Community Fundraising (Chris Bell):
 - i) Friends of the Library (FOTL): The next meeting will be held on February 12th at 6 p.m.
 - ii) The newsletter has been postponed until spring so that it can include information regarding the Summer Reading Program (SRP). Jackie is waiting a decision from the FOTL for any funding they may provide for publishing the newsletter. The status of the annual pledge letter is unknown at this time and the Dine & Donate Event is still in the planning stages.
 - b) Policy (Terri Riutcel):
 - i) A quote of \$3500 was received from HR Source for an employee handbook. The policy committee will review. This was first discussed at the November 2025 board meeting.
 - ii) Nothing new to report on the draft policy changes.

iii) The tentative date for an updated strategic plan remains spring of 2026.

c) **Finance (Jen Mauk): Amended 04/01/26. Change from Dick Koblitz to Jen Mauk.**

i) Jen Mauk made a motion to accept the January Treasurer's Report; Terri Riutcel seconded the motion. The motion passed.

ii) Jen will get with Jackie and Dick regarding the rollover of our existing CD at FCB.

6. Director's Report:

a) Operation/Building Maintenance: Jackie emailed Chelsea Clark, Principal of Caseyville Elementary, regarding library patron complaints about the library entrance and exit being blocked during pre-school pick-up. The school doesn't plan on taking any action at this time, and they ask for our patience. Chris stated she would speak with Ms. Clark if this continues to be a problem.

b) Human Resources, Meetings, and Trainings:

i) Leanne Furby, Project Coordinator for the Illinois Heartland Library System (IHLS) gave a presentation on Leadership, Empowerment, Accessibility, and Development (iLEAD) as it pertains to library trustee trainings. Four hours of trainings/conferences is recommended for all trustees annually. The website is www.ileadtrustee.org.

ii) Jackie will attend the upcoming webinar on "Responding to ICE at the Library. It is scheduled for February 24th and Jackie will earn continuing education units (CEUs) for attending.

ii) Jackie has registered for the Director's University 2.0 to be held April 27-30. She is awaiting acceptance.

iv) Jackie is in the process of hiring a new staff member, Lauren.

v) ICE procedures are available at the front desk for staff to reference/review. Jackie will send this out to all trustees.

c) Upcoming Events, Projects, Grants:

i) The February Newsletter was reviewed.

ii) The January Director's Report was reviewed.

iii) The barcode duplication project continues, as well as, processing of new materials.

iv) The Native Garden Grant paperwork was submitted on January 23rd.

v) The Per Capita Grant (Jackie will be reporting on 2024 numbers) was submitted on January 30th. We realize about \$6,000 from this grant.

vi) The Dollar General Literacy Foundation Grant for the Summer Reading Program (SRP) has been submitted.

vii) The Teen Advisory Group (TAG) will hold a self-care night on February 26th.

viii) Planning for the SRP 2026, "Plant a Seed, Read!" is underway.

7. Old Business:

i) The genealogical data/storage has been placed on the back burner for now, as well as, the Butterfly wall.

ii) Memorials:

a) Bob Stephen: Has the picture been displayed?

b) "Shades": Tree and plaque. This project is ongoing.

8. New Business:

i) Jen and Jackie will meet to discuss Jackie's annual review. More discussion at next meeting.

ii) Chris would like each trustee to complete the following modules on the iLead website; Mastery of the Meeting and Ethics. She would also like each of the trustees to review the CPLD by-laws as it pertains to money.

9 Closed Session: None at this meeting.

9. Upcoming Meeting: The next regularly scheduled meeting will be held on Wednesday, March 11, 2026, at 6:00 p.m.

10. Adjournment: Terri Riutcel made a motion to adjourn our regular meeting at 7:46 p.m. Mary Beth Reiniger seconded the motion. The motion passed unanimously.