



Meeting of the Board of Trustees

Caseyville Public Library District

January 14, 2026

1. Call to Order: The meeting was called to order at 5:53 p.m.
2. Roll Call: Mary Beth Reiniger, Chris Bell, Katie Ekstrom, Jackie Keck, Joann Reiniger, Dick Koblitz, Terri Riutcel and Jen Mauk.
3. Approval of Minutes (11/12/25): 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:
 - i) Numerous holiday cards were received over the Christmas season.
 - ii) The library received thank-you notes from the Caseyville Food Pantry and the "Tote Me Home" cereal drive.
 - b) Audience input: No audience.
5. Committee Reports:
 - a) Community:
 - i) Friends of the Library: The next meeting will be held on February 12th at 6 p.m.
 - ii) The newsletter is projected to be published by the end of January/early February. The status of the annual pledge letter is unknown at this time and the Dine & Donate Event is still in the planning stages.
 - b) Strategy – iLEAD (the Institute for Learning, Education, and Development) Trustee Training will be completed on-line. Jackie will send out directions. The tentative date for an updated strategic plan is now Spring 2026.
 - c) Policy – A quote of \$3500 was received from HR Source for an employee handbook. The policy committee will review; Terri Riutcel is the chair of

this committee. The quote was not discussed and there is nothing to report on the policy update, we still have a working draft.

- d) Finance: Jen Mauk made a motion to accept the November and December Treasurer's Report; Mary Beth Reiniger seconded this motion. The motion passed unanimously. Jen will be conducting an audit of the books in May.

6. Director's Report:

a) Operation/Building Maintenance:

- i) The defective panels will be replaced in May or June of 2026.
- ii) The annual certification and IL Traffic Survey has been completed.

b) Human Resources, Meetings, and Trainings:

i) Jackie was to attend a ZOOM meeting on December 1st with representatives from Holland Construction to discuss future plans for the library's outdoor area and community garden. The outcome of this meeting was not discussed.

ii) The District Leadership Team (DCLT) meeting will be held on January 15th.

iii) The Illinois Public Library Annual Report updates will be held virtually on January 27th.

c) Upcoming Events, Projects, Grants:

i) The January Newsletter was reviewed.

ii) The November and December Director's Reports were reviewed.

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

iv) The Second Graders are transitioning from story time to checkout visits.

v) The Winter Reading Cheer Challenge: Cozy & Creative continues thru January 31st.

vi) A Family Fun Night is scheduled for January 29th.

vii) The Per Capita Grant (Jackie will be reporting on 2024 numbers) is due January 31st. We realize about \$6,000 from this grant.

viii) Garden Planning – Jackie will be applying for the Native Garden Grant which is due January 23rd.

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:

a. Meeting Date Ordinance (District) No. 26-04: As the November 11th meeting falls on Veteran’s Day this year, and the library will be closed, a motion was made by Jen Mauk and seconded by Joann Reiniger to recess for that month. This motion was unanimously approved. Jen Mauk made a motion to also recess the month of March. There was no second on this motion. Motion failed.

b. Katie Ekstrom made a motion to accept the 2026 Library Holidays and Closings and this motion was seconded by Terri Riutcel. All approved. Motion passed.

c. Jackie provided the board with a draft of the FY27 Budget. During discussion regarding salaries, Jackie told us that she has not received her 2025 annual review which was due in August 2025. Jen will send out the evaluation forms to the board members, Jackie will place this item on the February agenda, and the board will go into Closed Session to discuss at that time.

9 Closed Session: None at this meeting.

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

10. Adjournment: Jen Mauk made a motion to adjourn our regular meeting at 7:09 p.m. Terri Riutcel seconded the motion. The motion passed unanimously.