



Meeting of the Board of Trustees

Caseyville Public Library District

November 12, 2025

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, Jackie Keck, Joann Reiniger, and Dick Koblitz. Terri Riutcel and Jen Mauk were excused.
3. Approval of Minutes (10/08/25): A motion was made by Dick Koblitz and seconded by Joann Reiniger to accept the minutes as written. All approved.
4. Public Forum:
 - a) Written Correspondence
 - i. A letter was received from the Collinsville Chamber of Commerce asking for a donation to assist in updating the Kahokian Memorial wall in the Collinsville VFW.
 - ii. The library received an invitation to the CFiA Christmas Open house on December 3rd. Jackie plans to attend.
 - iii. The library received a flyer from the Homeless Action Council of St. Clair County. The flyer details the 12th annual project, Homeless Connect. The flyer will be posted in the library.
 - iv. Notice of the adoption of IL SR0104. This is a resolution that encourages the Illinois Secretary of State to expand and enhance training opportunities for library trustees. This resolution was adopted as of October 15, 2025.
 - b) Audience input: No audience.
5. Committee Reports:
 - a) Community:
 - i. Friends of the Library: The next meeting will be held on November 13th at 6 p.m.

ii. The next Newsletter is pending at this time due to lack of funds for publication. This will be an annual publication, to be published in January. 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 still December 2025
- c) Policy – A quote of \$3500 was received from HR Source for an employee handbook. The policy committee will review; Terry Riutcel is the chair of this committee. A tentative date for an updated policy draft is still December 2025.
- d) Finance: Mary Beth Reiniger made a motion to accept the October Treasurer's Report; Katie Ekstrom seconded this motion. The motion passed unanimously. Katie Ekstrom made a motion to approve the Annual Financial Report FY25; Joann Reiniger seconded this motion. The motion passed unanimously.

6. Director's Report:

- a) Operation/Building Maintenance:
 - i. There is another defective panel, this time on the west end of the building. This will be replaced in May or June of 2026.
 - ii. The cracked glass in the vestibule has been replaced.
- b) Human Resources, Meetings, and Trainings
 - i. Jackie provided the board with an update from the ILA annual conference.
 - ii. Jackie has received Joelyn's letter of resignation effective December 16, 2025.
 - iii. Ali will now be enrolled in IMRF (Illinois Municipal Retirement Fund) due to an increase in her hours.
 - iv. Jackie will be conducting a Staff Institute Day on Friday, 11/21. Topics of discussion will be ICE preparedness and Narcan.
 - v. Jackie will be having a ZOOM meeting on December 1st with representatives from Holland Construction to discuss future plans for the library's outdoor area and community garden.

- c) Upcoming Events, Projects, Grants:
 - i. The October Director's Report was reviewed.
 - ii. The November 2025 Newsletter was reviewed.
 - iii. Stephen Kennedy has taken photos at the library as part of his documentation of libraries in the 618 area code.
 - iv. The library continues collecting food to benefit the Caseyville Food Pantry. This will run through the month of November.
 - v. There will be an ILA legislative meet up on November 18th.
 - vi. There will be a Family Reading Night on November 20th. This will be a passive program; self-directed and with no or low-supervised activities.
 - vii. The barcode duplication project continues. This project will insure that items can be tracked easily.
 - viii. The Caseyville Library will not participate in this year's Caseyville Christmas parade.
- 7. Old Business
 - a) Memorials:
 - i. Bob Stephen: Plaque with picture has been completed and will be displayed.
 - ii. "Shades": Tree and plaque. This project is ongoing.
 - b) Ordinance No. 26-03 (Ordinance Levying and Assessing Property Tax for Caseyville Public Library District of the County of St. Clair County State of Illinois for the Fiscal Year Beginning the 1st Day of July, 2025 and ending the 30th Day of June, 2026. This ordinance was signed.
- 9. Upcoming Meeting: As December is a recess month for the board, the next regularly scheduled meeting will be held on Wednesday, January 14, 2026, at 6:00 p.m.
- 10. Adjournment: Katie Ekstrom made a motion to adjourn our regular meeting at 6:40 p.m. Dick Koblitz seconded the motion. The motion passed unanimously.