



**MINUTES  
REGULAR MONTHLY MEETING  
BOARD OF TRUSTEES  
ST. CHARLES PUBLIC LIBRARY DISTRICT  
APRIL 8, 2026**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held Wednesday, April 8, 2026, at the Library. Present: President Mary Kruse, Vice President/Secretary Bonnie J. Dauer, Treasurer Michael J. Hill, Trustees, Allison Lanthrum, Barbara Diepenbrock, and Jane Shelton, Director Katherine G. Buckson, and Executive Administrative Assistant Virginia Tspas. Absent: Trustee Claudia Frost.

Library staff present: Katie Amstadt, Lizette Ayala, Mary Merritt, Sutton Skowron, Kelly Stulgate, and Amy Vidlak-Girmscheid.

**I. CALL TO ORDER**

Trustee Kruse called the meeting to order at 7:00 pm.

**II. ROLL CALL, RECORDING TRUSTEES PRESENT AND ABSENT**

Trustee Kruse confirmed there was a quorum present through roll call.

**III. WELCOME OF GUESTS**

Trustee Kruse welcomed staff and guests and read the Mission Statement.

**IV. APPROVE AGENDA**

**Motion** by Trustee Hill, second by Trustee Lanthrum, to approve the Agenda. Carried unanimously.

**V. APPROVE CONSENT AGENDA**

**Minutes of Monthly Meeting, March 11, 2026**

**IIIT Investment Report: March 2026**

**Lauterbach & Amen, Monthly Financial Report: March 2026**

**Check Register, Payroll: March 2026**

**Motion** by Trustee Shelton, second by Trustee Lanthrum, to approve Minutes of Monthly Meeting, March 11, 2026; IIIT Investment Report: March 2026; Lauterbach & Amen, Monthly Financial Report: March 2026; and Check Register, Payroll: March 2026. Carried Unanimously.

**VI. LIBRARY STAFF REPORT, MARCH 2026**

**Motion** by Trustee Shelton, second by Trustee Lanthrum, to accept the Library Staff Report. Carried unanimously.

Trustees shared their comments for the Library Staff Report:

- They were excited about the 440 responses to the survey for twenty- and thirty-year-olds.
- The RFID wand is very helpful with preparing shelving carts and for microinventory.
- The Youth Services March Book Madness event was great.
- Encouraged by the organizational strength from the listening sessions which had overwhelming support from staff. Ms. Buckson will be holding five more listening sessions. It was encouraging to have 34 staff members attend.
- Interested in State of the City on May 6 at the Arcada. Trustee Kruse will speak on behalf of the Library, and all Trustees were encouraged to attend.
- They love the new format of the report, especially updates for the Strategic Plan.

## **VII. COMMITTEE REPORTS**

Intergovernmental Group (Diepenbrock)  
Foundation (Dauer)

**Motion** by Trustee Shelton, second by Trustee Lanthrum, to accept the committee reports. Carried unanimously.

Trustee Dauer reminded Trustees of the upcoming Foundation Golf Gala on April 25, 2026.

## **VIII. PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

## **IX. TRUSTEE COMMENTS**

- Trustee Lanthrum noticed red cards for community members with nice signage. She is proud of our Library for making those available for the public.
- Happy to see St Charles Library staff at Davis literacy night.
- The St. Patrick's Day parade photos were wonderful.
- It was difficult to obtain Hoopla checkouts for the last two weeks. Ms. Buckson stated this is something to talk about regarding the budget. Currently \$108,000 is budgeted for Hoopla, which is very popular. Adult Services Manager Amy Vidlak-Girmscheid will talk with Electronic Resources Librarian Sarah Slack to possibly open more checkouts.
- Trustee Shelton mentioned that her daughter visiting from Denver was surprised and impressed by all that our Library offers.
- Trustee Dauer went to Greenville, South Carolina Library and Houston Library and feels our Library staff, in comparison, are very welcoming.
- Trustee Lanthrum said the Aurora Public Library District is participating in the Chicagoland & Suburbs Library Road Trip program, running from March 28 – April 30, 2026. She asked if our Library applied to participate. Ms. Vidlak-Girmscheid stated our Library applied, but the participating libraries had already been selected.
- Trustee Hill complimented Ms. Buckson for being the first director in over 20 years to ask to sit one-on-one with Trustees and discuss areas for improvement.

## **X. UNFINISHED BUSINESS**

**63. Roll Call Vote to go into Closed Session for 5 ILCS 120/2 (c)(11) – Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal**

**Motion** by Trustee Shelton, second by Trustee Lanthrum, to go into Closed Session at 7:17 pm, for 5 ILCS 120/2 (c)(11) – Litigation, when an action against, affecting or on behalf of

the particular public body has been filed and is pending before a court or administrative tribunal. **AYES:** Kruse, Dauer, Hill, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Frost.

Reconvened in Open Session at 7:31 pm.

**65. APPROVE CONTRACT FOR PARKING LOT PROJECT**

**Motion** by Trustee Shelton, second by Trustee Lanthrum, to approve contract with Schroeder Asphalt Services, Inc. Ms. Buckson stated the Library's attorney reviewed the contract. **AYES:** Kruse, Dauer, Hill, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Frost.

**66. DISCUSSION OF DCEO GRANT APPLICATION**

Library staff have been looking to utilize green space on Library property for several years. Ms. Buckson, Finance Manager Mary Merritt, Facilities & Security Manager Junior Renteria and Reference Librarian Brandon Buckley, a Master Gardener, have discussed the possibility of a sensory garden. This will be a welcoming space and accessible for people with disabilities. The Library may work with a landscape architect to design the space. Ms. Buckson would like to recognize Mr. Buckley for his ideas of features he would like to see in the space.

The Library was awarded a grant of \$250,000 from the State, but it is not released until the Library submits an application for approval. Ms. Buckson was interested to know if the Board was in agreement with the plan before the final application is submitted. The Trustees were in agreement.

The grant timeline is two years. This is a reimbursement grant, and funds will be utilized as early as July or August 2026. The estimated completion time of the project is November 2027.

More funds are needed above the \$250,000 grant and Ms. Buckson will talk with the Foundation Board to ask for additional funds. A plaque will be posted thanking the State and other donors.

**67. STATEMENT OF ECONOMIC INTEREST**

Trustee Kruse reminded the Trustees of their requirement to file their Statement of Economic Interest by April 30, 2026.

**68. APPROVAL OF DAYS CLOSED IN 2026 - REVISED**

**Motion** by Trustee Shelton, second by Trustee Diepenbrock, to approve the Days Closed in 2026, as revised. Carried unanimously.

**XI. NEW BUSINESS**

**69. DEPARTMENT PRESENTATION – ADULT SERVICES**

Adult Services Manager Amy Vidlak-Girmscheid presented an overview of the Adult Services Department. They provide high impact programs and outreach services for patrons and facilities in the community.

Adult Services Assistant Manager Lizette Ayala, Reference Assistant Kerri Trejo, and Bilingual Program Specialist Viannett Caballero are some of the newest members to join the Adult Services team within the last year.

Along with programming, some services provided throughout the community include discarded books available at various drop-off locations, additions to a collection at the adult

detention center, and participation in a book club at the youth center. Staff visit Lazarus House once a month to assist those for job searches. Programs are presented at the high schools monthly, and this has developed into some teens interested in joining the Library Teen Advisory Board.

The Community Cabinet in the Library has been a huge initiative within the last year. While providing much needed food items for the community, it has also enabled the Library to create connections with local businesses. Last year tens of thousands of food items were received from individuals and businesses within the community.

General reference services include answering reference questions in person, via phone, email and chat. Patrons can Book a Librarian for one hour for computer help, and job searches.

During April, AARP volunteers assist seniors twice a week with free tax preparation.

Programming is provided for adults with disabilities, reader services, and databases and digital resources.

**XII. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

None

**XIII. ADJOURNMENT**

**Motion** by Trustee Hill, second by Trustee Dauer, to adjourn at 8:11 pm. Carried unanimously.



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Bonnie J. Dauer, Secretary  
Board of Trustees