



**MINUTES
REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
MAY 13, 2026**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held Wednesday, May 13, 2026, at the Library. Present: President Mary Kruse, Vice President/Secretary Bonnie J. Dauer, Treasurer Michael J. Hill, Trustees Claudia Frost, Allison Lanthrum, and Jane Shelton, Director Katherine G. Buckson, and Executive Administrative Assistant Virginia Tspas. Absent: Trustee Barbara Diepenbrock. Guest: Michele Binns of PFM Asset Management, LLC.

Library staff present: Katie Amstadt, Nick Chaney, Anna Johanson, Jasmina Lapo, Megan Meidel, Mary Merritt, Mary Miller, Pam Salomone, Sutton Skowron, Kelly Stulgate, Darcy Tatlock, 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 Dauer, second by Trustee Shelton, to approve the Agenda. Carried unanimously.

V. APPROVE CONSENT AGENDA

Minutes of Monthly Meeting, April 8, 2026

IIIT Investment Report: April 2026

Lauterbach & Amen, Monthly Financial Report: April 2026

Check Register, Payroll: April 2026

Motion by Trustee Shelton, second by Trustee Frost, to approve Minutes of Monthly Meeting, April 8, 2026; IIIT Investment Report: April 2026; Lauterbach & Amen, Monthly Financial Report: April 2026; and Check Register, Payroll: April 2026. Carried Unanimously.

VI. APPROVE THE FORM AND CONTENT OF CLOSED SESSION MINUTES OF REGULAR MONTHLY MEETING OF APRIL 8, 2026, 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 Hill, second by Trustee Frost, to approve the form and content of Closed Session Minutes of Regular Monthly Meeting of April 8, 2026. Carried unanimously.

VII. LIBRARY STAFF REPORT, APRIL 2026

Motion by Trustee Dauer, second by Trustee Frost, to accept the Library Staff Report. Carried unanimously.

Trustees shared appreciative comments for the Library Staff Report:

- The Circulation Outreach Specialist has proposed the development of a Spanish Communication Board to enhance communication with Spanish-speaking patrons.
- Ms. Buckson submitted a self-nomination to sit on the SWAN Board. She was notified on May 4 that she will be starting her three-year term in July 2026.
- The Library's Digital Accessibility Task Force met to discuss compliance of fully accessible online resources, including website, social media, the Library app, third-party databases, etc.
- Congratulations to Julie Tegtmeier on being hired for the newly created position of Project Manager, beginning in early June.
- Trustees were encouraged to attend United for Libraries Virtual Conference on July 28. A room at the Library can be reserved for this conference.
- Circulation Manager Jasmina Lapo and Circulation Assistant Manager Patty Lakoma will co-present *Streamlining Workflows with RFID, Mobile Tools, and SharePoint* for the Back in Circulation Conference in Wisconsin in October.
- Tech Services and Youth Services staff presented *Diversity in Literature* for D303 librarians on April 10.
- Youth Services Librarian Amelia Thomas led the Caudill nominating committee meeting to finalize the 2027 list of 100 nominees.
- Cataloging and Data Librarian Julie Tegtmeier moderated the COSUGI Annual Conference as a current board member.
- Management team discussed *Atomic Habits* by James Clear. A phenomenal book with an accompanying workbook. James Clear publishes an informative newsletter every week.
- Congratulations to Adult Services Manager Amy Vidlak-Girmscheid for scheduling the Nico Lang Author Event, which was very encouraging. The Library received great feedback.
- Thank you to all Library staff for their work in the report.

VIII. COMMITTEE REPORTS

Intergovernmental Group (Hill)

The City discussed the substantial rise in water rates. The School District facilities committee is discussing a possible \$300 million referendum.

Foundation (Dauer)

The Golf Gala attendance was not as large as expected, but it went well and people enjoyed it. Thank you to Communications & Marketing Manager Pam Salomone for her participation in the Event Committee and work for the Golf Gala. There is one position available for a Foundation Board member.

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

IX. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

X. TRUSTEE COMMENTS

- Appreciated Trustee Kruse representing the Library at the State of the City.
- Trustee Kruse thanked Ms. Buckson for preparing the presentation she gave at the State of the City on behalf of the Library. She was overwhelmed with gratitude for all that the staff does for the Library.
- Trustee Dauer attended the LACONI Trustee Strategic Planning training with Trustees Kruse and Shelton.
- Annual Poetry Reading in April was well attended. Thank you to Ms. Salomone for organizing the event.
- Encouraged to see that the Library will have a table at the second annual St. Charles PrideFest to be held on June 7 at Mt. St. Mary Park.
- Encouraged to see that the Library is promoting Pride Trivia Night at Riverlands Brewing Company to be held on June 9.
- Trustee Shelton mentioned recent horrible racist incidents at Wredling Middle School. The Superintendent is addressing the issue of belonging and what D303 stands for. Holding the Nico Lang event at the Library makes an important statement to the community.
- Trustee Frost watched a very good documentary at a film festival at the Library of a woman diver going to the bottom of the ocean multiple times.

XI. UNFINISHED BUSINESS**70. FACILITY PROJECT UPDATE**

The parking lot project is underway, and the plan is to have it finished on Memorial Day weekend. Most of the parking lot needs to be blocked off for sealing and striping and there is a need to close the Library the Sunday before Memorial Day. Staff scheduled to work that Sunday will be paid for the closing. A sign will be placed on the door ahead of time to notify patrons. If weather does not permit the work to be done that Sunday, the Library will remain open, and staff scheduled to work that day will be at the Library. Ms. Buckson will notify the City and the Art Festival Committee if it looks like the Library will close as the Library lot is used for event parking.

The pre-bid roofing project meeting is on site May 14. The notice for bids has been advertised, and the bid opening will be on June 2. A contract will be presented to the Board on July 8 for approval. The start date for the roofing project will be in August or September.

XII. NEW BUSINESS**71. PRESENTATION BY PFM ASSET MANAGEMENT, LLC**

Michelle Binns, from PFM reviewed the Library's balances over the last year. She explained there are different asset classes including cash savings, a term savings pool, and certificates of deposit to ensure that all principal and interest is FDIC insured.

Balances fluctuate over the course of the year, with springtime balances are the lowest right before receiving property taxes. The highest balances are in the fall after both property tax investments are received.

The Library has done well with interest earnings this fiscal year with approximately \$215,000 earned. CDs are coming due this month and next month. We hope to lock in attractive rates over the next fiscal year.

The Federal Reserve meets once a quarter and projects where the rates will be in the future. The next projection will be in June. Our goal is to keep taxpayer dollars safe and watch cash flows for the Library.

Trustee Kruse thanked Ms. Binns for her presentation.

Trustee Kruse reminded the Trustees that there will be a Committee of the Whole meeting on May 28, 2026, at 6:00 pm.

72. DEPARTMENT PRESENTATION – SUMMER READING, ADULT SERVICES AND YOUTH SERVICES

Adult Services Reader Services Librarian Nick Chaney, Adult Services Young Adult Librarian Anna Johanson, Youth Services Middle School Librarian Darcy Tatlock, and Youth Services Reader Services Librarian Megan Meidel, presented the Summer Reading Program to the Board. This year's theme is, *Plant A Seed, Read*.

Mr. Chaney manages the adult and staff programs. Ms. Johanson manages the young adult program. Ms. Tatlock and Ms. Meidel manage the youth program. All programs have seen increases in participation throughout the years, with about a 50% finishing rate. Prizes are earned at 500- and 1,000-minute reading levels. Raffle tickets are given at these levels to be placed in a pool for grand prizes.

In addition to grand prizes for individual patrons and staff, there will be a family grand prize. To qualify for a family grand prize, there must be an adult and a child in the same household who both participate.

The Summer Reading Kick Off Party is on June 6, and everyone was encouraged to attend and participate in the programs.

XIII. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

XIV. ADJOURNMENT

Motion by Trustee Hill, second by Trustee Shelton, to adjourn at 8 pm. Carried unanimously.



Bonnie J. Bauer, Secretary
Board of Trustees