

Approved August 12, 2026, awaiting signature.



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

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

Library staff present: Colin Brown, Mary Merritt, Junior Renteria, Sutton Skowron, and Julie Tegtmeier.

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. TRUSTEE RECOGNITION

Ms. Buckson recognized Trustee Kruse for serving the Library for five years. She thanked her for her hard work and dedication.

V. APPROVE AGENDA

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

VI. APPROVE CONSENT AGENDA

Minutes of Monthly Meeting, June 10, 2026

IIIT Investment Report: June 2026

Lauterbach & Amen, Monthly Financial Report: June 2026

Check Register, Payroll: June 2026

Motion by Trustee Diepenbrock, second by Trustee Lanthrum, to approve Minutes of Monthly Meeting, June 10, 2026; IIIT Investment Report: June 2026; Lauterbach & Amen, Monthly Financial Report: June 2026; and Check Register, Payroll: June 2026. **AYES:** Kruse, Dauer, Hill, Frost, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None.

ABSENT: None.

VII. LIBRARY STAFF REPORT, JUNE 2026

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

Trustees shared appreciative comments for the Library Staff Report:

Inquired about what services are provided for the Library pop-up events, and if community members are allowed to request where the pop-up events will be held? The Library hosted the first pop-up Library event to expand community outreach and increase the Library's visibility. The Circulation Outreach Specialist is working with the St. Charles Park District to schedule these events. The Library brings the Library van and provides library card sign-up. They are working on circulating the Library's collection. While there were not many people participating, there was good interaction. They are working on ideas for the next pop-up event. The idea for patrons to request these services is a good idea.

The books subscription Boxes, Rising Readers and Bookish Box, had waitlists. The curated book boxes provide books plus extras. Is there any way to increase the availability? Staff can look into the possibility of this.

Great for the Library to participate in the Cycle into Summer, Bike and Walkability event, providing a bike repair station.

Appreciate the LGBTQ event was held with social media presence.

Enjoy the photos in the report.

Trustees Dauer, Hill and Shelton attended the Volunteer Brunch and said it was wonderful. They thanked Ms. Buckson, Ms. Tsipas and Ms. Hanley for the preparation.

Reminder the Board Retreat is scheduled for August 22, 2026.

VIII. COMMITTEE REPORTS

Intergovernmental Group (Hill)

Foundation (Dauer)

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

IX. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

X. TRUSTEE COMMENTS

No comments.

XI. UNFINISHED BUSINESS

1. RESOLUTION 2026/2027-1 TRANSFERRING THE CORPORATE FUND BALANCE TO THE SPECIAL RESERVE FUND

Motion by Trustee Dauer, second by Trustee Shelton, to approve **Resolution 2026/2027-1**, Transferring the Corporate Fund Balance to the Special Reserve Fund. This Resolution supersedes **Resolution 2025/2026-6**, passed June 10, 2026. **AYES:** Kruse, Dauer, Hill, Frost, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

2. ORDINANCE 2026/2027-1, BUILDING AND MAINTENANCE TAX OF 0.02% FOR FY 2026/2027

Motion by Trustee Shelton, second by Trustee Lanthrum, to approve **Ordinance 2026/2027-1**, Building and Maintenance Tax of 0.02% for FY 2026/2027. **AYES:** Kruse, Dauer, Hill, Frost, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

This Ordinance is approved annually to collect tax for building related issues.

3. APPROVE CONTRACT FOR ROOF REPAIRS WITH COMBINED ROOFING

Motion by Trustee Diepenbrock, second by Trustee Hill, to approve Contract with Combined Roofing. **AYES:** Kruse, Dauer, Hill, Frost, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

XII. NEW BUSINESS

4. APPROVE RESOLUTION 2026/2027-2, AUTHORIZING NON-RESIDENT CARDS

Motion by Trustee Hill, second by Trustee Shelton, to approve **Resolution 2026/2027-2**, Authorizing Non-Resident Cards. **AYES:** Kruse, Dauer, Hill, Frost, Lanthrum, Diepenbrock, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

5. DEPARTMENT PRESENTATION – FACILITIES & SECURITY

Facilities & Security Manager Junior Renteria, and Facilities Assistant Colin Brown, provided a presentation for the Facilities and Security Department.

The department's mission is to provide a safe, secure and well-maintained environment with proactive timely repairs, and vigilant protection of staff and patrons.

The major projects completed were the sprinkler pipe repair in the Carnegie Community Room, Staff Lounge remediation, three monument signs updated with new Library branding, and the installation of additional cameras for visibility and security of the exterior of the property, and inside the Administration Office workroom.

Updates were made to two water fountains on the first and lower levels. Accessibility improvements include Braille signage, wheelchair accessible tables in the Snack Stop and the Staff Lounge, and seating in Youth Services.

The parking lot and sidewalks were improved for wheelchair use, a new bus in Youth Services that is more spacious has replaced the older Circus Bus, and shelving units were rearranged.

All repairs of drywall and painting in the Study Rooms have been completed. However, the walls quickly become marked up. Protective FRP paneling will be installed in the bottom portion of the walls. This will be easier to clean.

The Trustees thanked them for all their work for the Library and appreciate attention to detail for updating the study rooms.

Trustee Kruse asked how the Board could support the work of their department.

XIII. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

XIV. ADJOURNMENT

Motion by Trustee Hill, second by Trustee Shelton, to adjourn at 7:27 pm. Carried unanimously.

Bonnie J. Dauer, Secretary
Board of Trustees