



**MINUTES
REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
AUGUST 12, 2026**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held Wednesday, August 12, 2026, at the Library. Present: President Mary Kruse, Treasurer Michael J. Hill, Trustees Claudia Frost and Jane Shelton, Director Katherine G. Buckson, and Administrative Assistant Virginia Tsipas. Absent: Vice President/Secretary Bonnie J. Dauer, Trustee Barbara Diepenbrock.

Library staff present: Katie Amstadt, Jasmina Lapo, Victoria Lazarski, Mary Merritt, Junior Renteria, Sutton Skowron, Kelly Stulgate, and Julie Tegtmeier.

I. CALL TO ORDER

Trustee Kruse called the meeting to order at 7:01 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. APPOINTMENT OF SECRETARY PRO TEMPORE

Motion by Trustee Hill, second by Trustee Frost, to appoint Trustee Shelton as Secretary Pro Tempore. Carried unanimously.

V. APPROVE AGENDA

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

VI. APPROVE CONSENT AGENDA

Minutes of Public Hearing, November 12, 2025

Minutes of Monthly Meeting, July 8, 2026

Minutes of Committee of the Whole Meeting, July 30, 2026

IIIT Investment Report: July 2026

Lauterbach & Amen, Monthly Financial Reports: June 2026 Final, and July 2026

Check Register, Payroll: July 2026

Motion by Trustee Shelton, second by Trustee Frost, to approve Minutes of Public Hearing, November 12, 2025; Minutes of Monthly Meeting, July 8, 2026; Minutes of Committee of the Whole Meeting, July 30, 2026; IIIT Investment Report: July 2026; Lauterbach & Amen,

Monthly Financial Reports: June 2026 Final, and July 2026; and Check Register, Payroll: July 2026. Carried unanimously.

VII. LIBRARY STAFF REPORT, JULY 2026

Motion by Trustee Hill, second by Trustee Shelton, to accept the Library Staff Report. A comment was made that The Trusty Trustee Newsletter is a helpful resource. Carried unanimously.

VIII. COMMITTEE REPORTS

Intergovernmental Group (Hill)

Foundation (Dauer)

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

IX. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

X. TRUSTEE COMMENTS

Trustees Kruse and Shelton attended a recent Trustee training that reinforced best practices. A reminder of the Trustee Retreat on August 22, 2026, at 9:30 am at the Library.

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

6. DECLARE A BOARD VACANCY

Motion by Trustee Shelton, second by Trustee Frost, to declare a vacancy on the Board of Trustees, St. Charles Public Library District. Carried unanimously.

Trustee Kruse is grateful for Trustee Lanthrum's service for the last three years.

Trustee Kruse reviewed the process of appointing a Trustee to the Board. The process to appoint a new Trustee will be self-nomination. Beginning August 13, 2026, an announcement will be posted on the website, on social media, and in the Library, that there is a vacancy on the Board. Interested residents may submit their letter and resume by September 9, 2026. An ad hoc committee will review the responses and provide the Board with possible candidates by September 24, 2026. The Board will interview two to five candidates at the October 1, 2026, Committee of the Whole Meeting. The Board will appoint a new Trustee at the October 14, 2026, Board meeting.

Ms. Buckson will mention the vacancy to the Foundation Board members, at the Intergovernmental Group meeting, and to the Equity & Inclusion Commission. Trustee Kruse is available to talk with anyone who is interested in this office.

7. ACCEPT ANNUAL ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR)

Motion by Trustee Shelton, second by Trustee Frost, to accept the Illinois Public Library Annual Report, as presented. Ms. Buckson thanked Project Manager Julie Tegtmeier for her work on compiling the IPLAR. Carried unanimously.

8. DEPARTMENT PRESENTATION – YOUTH SERVICES

Youth Services Manager Kelly Stulgate and Youth Services Assistant Manager Victoria Lazarski provided an overview of their department for the Board. Ms. Stulgate works with the YS Librarians and Ms. Lazarski works with the YS Library Assistants.

Their department serves children from birth to 8th grade, along with their families and caregivers, offering assistance with the collection, in-house and outreach programming, and other library services.

Some YS programming includes morning, afternoon and now evening story times; summer and winter reading programs; reading with rover; an all-time favorite with LEGOs; Millers Petting Zoo; popular art programs which include tie dye; and passive programming.

YS has community partnerships with the Park District, which includes programming at various parks offering story times, story walks, and movies in the park. They also partner with the School District to bring outreach programming to preschools, elementary schools, and middle schools. These programs may include school nights, science nights, book award programs, and any programming the schools request, like genre programs.

The early literacy programming is for our earliest and youngest readers attending family and age-specific story times. Preschoolers can participate in 1,000 Books Before Kindergarten, and there is a graduation ceremony for those achieving that milestone. Mystery Pop Ups are beginning in local businesses.

YS Early Literacy Librarian Kate Boyle is the Nominations Chair for the Monarch Award: Illinois' K-3 Readers' Choice Award committee.

YS Reader Services Librarian Megan Meidel is a member of the Bluestem Award: Illinois' Grades 3-5 Readers' Choice Award committee.

YS Librarian Amelia Thomas is a member of the Rebecca Caudill Young Readers' Book Award for Grades 5-8.

D303 students volunteer at the Library four days a week. There has been an increase in non-resident students receiving library cards, and an increase with educator cards.

The Library is now certified as a professional development site to offer professional development credits to educators.

With the most recent Summer Reading program for Youth Services patrons, there were 2,569 participants, for a total of 2,523,049 minutes read.

Trustee Kruse thanked Ms. Stulgate and Ms. Lazarski for all that their staff accomplished and asked how the Board could support the work of their department. Ms. Stulgate asked the Trustees to come to and help with the Summer Reading kick-off party next year.

9. SECRETARY'S AUDIT OF MINUTES

The Secretary's Minutes and recordings for the period January 1, 2026, through June 30, 2026, were reviewed and found to be in good order without discrepancies. The Minutes are linked properly on the website. All documents requiring signatures by the Board were reviewed and are in good order.

10. ROLL CALL VOTE TO GO INTO CLOSED SESSION FOR:

- a. "Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act 5 ILCS 120/2(c)(21)"**

Motion by Trustee Hill, second by Trustee Shelton, to go into closed session at 7:52 pm, to hold a discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as

mandated by Section 2.06 of the Act 5 ILCS 120/2(c)(21). **AYES:** Kruse, Hill, Frost, Shelton. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Dauer, Diepenbrock.

11. ADJOURN TO OPEN SESSION

Adjourn to Open Session at 7:58 pm.

XIII. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

XIV. ADJOURNMENT

Motion by Trustee Hill, second by Trustee Shelton, to adjourn at 7:59 pm. Carried unanimously.



Jane Shelton, Secretary Pro Tempore
Board of Trustees