ST.CHARLES
PUBLIC LIBRARY

MINUTES
REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
OCTOBER 14, 2026

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held Wednesday, October 14, 2026, at the Library. Present: President Mary Kruse, Vice President/Secretary Bonnie J. Dauer, Trustees Barbara Diepenbrock, Jane Shelton, and Mary Keating, Director Katherine G. Buckson, and Administrative Assistant Virginia Tsipas. Absent: Treasurer Michael J. Hill, and Trustee Claudia Frost.

Library staff present: Katie Amstadt, Julia Contreras, Patty Lakoma, Jasmina Lapo, Mary Merritt, Junior Renteria, and Julie Tegtmeier. One community member was in attendance.

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. MOTION TO APPOINT MARY KEATING TO TRUSTEE VACANCY
Motion by Trustee Diepenbrock, second by Trustee Dauer, to appoint Mary Keating as Trustee of the St. Charles Public Library Board. Carried unanimously.

SWEARING IN OF NEW TRUSTEE BY NOTARY PUBLIC
Ms. Tsipas administered the Oath of Office to Mary Keating as a new Trustee of the Board.

V. APPROVE AGENDA
Motion by Trustee Shelton, second by Trustee Diepenbrock, to approve the Agenda. Carried unanimously.

VI. APPROVE CONSENT AGENDA
Minutes of Monthly Meeting, September 9, 2026
Minutes of Committee of the Whole Meeting, October 1, 2026
IIIT Investment Report: September 2026
Lauterbach & Amen, Monthly Financial Report: September 2026
Check Register, Payroll: September 2026
Motion by Trustee Diepenbrock, second by Trustee Shelton, to approve Minutes of Monthly Meeting, September 9, 2026; Minutes of Committee of the Whole Meeting, October 1, 2026;

IIIT Investment Report: September 2026; Lauterbach & Amen, Monthly Financial Report: September 2026; and Check Register, Payroll: September 2026. Carried unanimously.

VII. APPROVE THE FORM AND CONTENT OF MINUTES CLOSED SESSION OF COMMITTEE OF THE WHOLE MEETING, OCTOBER 1, 2026, FOR 5 ILCS 120/2(C)(3)

Motion by Trustee Shelton, second by Trustee Diepenbrock, to approve the form and content of Minutes Closed Session of Committee of the Whole Meeting, October 1, 2026. Carried unanimously.

VIII. LIBRARY STAFF REPORT, SEPTEMBER 2026

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

Trustees shared appreciative comments for the Library Staff Report:

- Impressed with monthly data dashboard report. Project Manager Julie Tegtmeier was commended for her work on this report.
- New apparel printer in STC Creative sounds promising.
- Interest in AI Training presentation by Information Technology Educator Hajra Farooq at the Illinois School Library Workers Symposium 2026.
- Clarification requested for passive programs. These are programs that are not led by staff members but are self-directed by patrons. An example of a passive program is a make and take project.
- Statistics for adult passive programs seemed incorrect. Ms. Buckson will follow up.
- The Trustees like the Library mascot's name.

IX. COMMITTEE REPORT

Intergovernmental Group (Hill)

Foundation (Dauer)
Mention of the preserved moss wall behind the Research & Reading desk, and a reminder of the upcoming Friends Used Book Sale.

Motion by Trustee Keating, second by Trustee Diepenbrock, to accept the committee reports. Carried unanimously.

X. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

XI. TRUSTEE COMMENTS

Trustee Kruse wished Ms. Buckson happy birthday.
The Trustees thanked Ms. Tsipas for her 20 years of working at the Library.
The Trustees welcomed Trustee Keating.
Trustee Shelton said she attended the 2nd Tuesday Book discussion led by Adult Reader Services Librarian Nick Chaney, where they discussed *The Bullet Swallower*.
Trustee Dauer reminded the Trustees of the October 26, 2026, author event for OBOC at the Arcada.

XII. UNFINISHED BUSINESS

None.

XIII. NEW BUSINESS

19. APPROVE RESOLUTION 2026/2027-3, TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR FY 2026/2027

Motion by Trustee Shelton, second by Trustee Dauer, to approve **Resolution 2026/2027-3,** to Determine Estimate of Funds Needed for FY 2026/2027. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

i. Truth-In-Taxation Notice

The Truth-in-Taxation Notice for Public Hearing will be posted on the Library website, on the front door of the Library and on the legal board.

20. LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC) BY-LAWS AND INTERGOVERNMENTAL AGREEMENT:

a. Approve Proposed Amendments to the By-Laws Ballot

Motion by Trustee Shelton, second by Trustee Diepenbrock, to approve Proposed Amendments to the By-Laws Ballot. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

Trustee Keating asked why the Library only uses LIMRiCC for the Unemployment Compensation Program. Ms. Buckson stated the Library was formerly with LIMRiCC for the Employee Benefits Insurance Program as well but switched to IPBC which has a larger member base of government entities. IPBC does not offer unemployment insurance. The Library uses LIRA for liability and casualty insurance.

b. Approve Proposed Amendments to the Intergovernmental Agreement Ballot

Motion by Trustee Shelton, second by Trustee Dauer, to approve Proposed Amendments to the Intergovernmental Agreement Ballot. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

c. Approve By-Laws of LIMRiCC

Motion by Trustee Diepenbrock, second by Trustee Shelton, to approve By-Laws of LIMRiCC. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

d. Approve Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in LIMRiCC

Motion by Trustee Shelton, second by Trustee Keating, to approve Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in LIMRiCC. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

e. Approve Resolution 2026/2027-4, Amending the Amended By-Laws of LIMRiCC Organization to Allow for Substantive Amendments to the By-Laws of the Organization

Motion by Trustee Shelton, second by Trustee Diepenbrock, to approve **Resolution 2026/2027-4**, Amending the Amended By-Laws of LIMRiCC Organization to Allow for Substantive Amendments to the By-Laws of the Organization. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

f. Approve Resolution 2026/2027-5, Amending the Amended Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in LIMRiCC to Allow for Substantive Amendments to the Intergovernmental Agreement

Motion by Trustee Keating, second by Trustee Shelton, to approve **Resolution 2026/2027-5**, Amending the Amended Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in LIMRiCC to Allow for Substantive Amendments to the Intergovernmental Agreement. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

g. Approve Resolution 2026/2027-6, Providing for the Execution of an Intergovernmental Agreement with LIMRiCC

Motion by Trustee Diepenbrock, second by Trustee Keating, to approve **Resolution 2026/2027-6**, Providing for the Execution of an Intergovernmental Agreement with LIMRiCC. **AYES**: Kruse, Dauer, Diepenbrock, Shelton, Keating. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill, Frost.

21. DIRECTOR EVALUATION

Trustee Kruse meets throughout the year with Ms. Buckson to discuss progress on goals. Trustee Kruse will email all Trustees by Friday, October 16, the director self-evaluation, salary history, and director goals. Responses are to be submitted through the Microsoft link by November 1. Trustee Kruse will meet with Ms. Buckson before the November 11, Board meeting. A closed session meeting will be held on November 11, during the Board meeting to discuss the director's evaluation and salary recommendation.

22. PRESENTATION – CIRCULATION SERVICES

Circulation Manager Jasmina Lapo, and Circulation Outreach Specialist Julia Contreras spoke about outreach services and the importance of bringing the Library out into the community. The Library's new mascot, Readford, made a special appearance and greeted the Trustees.

Ms. Contreras is bilingual in Spanish and her interactions within the community are enhanced with breaking down language barriers. She has networked with local businesses such as coffee shops, ice cream shops, restaurants, laundromats, and apartment complexes to drop off literature about Library services and to answer any questions.

Some people are surprised to learn of drop box locations and the convenience that it brings. She has received great feedback which she discusses with Ms. Lapo to enhance future outreach opportunities. She recently attended the Thornwood Fall Festival after meeting a member of their HOA. Through youth Stories Under the Sky and programs at Leroy Oaks, Ms. Contreras offers a mini library on the go, bringing books for checkout. Ms. Contreras and other Library staff attended National Night Out and interacted with 335 people. These opportunities are possible with cross-departmental collaboration.

Trustee Diepenbrock asked if the Library would offer book vending machines. Ms. Lapo said this is something they are looking into.

Trustee Kruse thanked Ms. Lapo and Ms. Contreras for their presentation and offered any assistance they may need.

23. SCHEDULE BOARD SOCIAL FOR FALL

Ms. Buckson will send a poll to the Trustees.

XIV. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

XV. ADJOURNMENT

Motion by Trustee Shelton, second by Trustee Keating, to adjourn at 7:51 pm. Carried unanimously.

Bonnie J. Dauer, Secretary
Board of Trustees