

# BROWN COUNTY PUBLIC LIBRARY DISTRICT

## Board of Trustees meeting

July 16, 2025, 106 SW Cross, Mt. Sterling, IL

The monthly meeting of the Brown County Public Library District Board of Trustees was called to order at 9:08 a.m., July 16, 2025 by President Jeremy Flynn. Trustees present were: Jeremy Flynn, Mary Anne Kerley, Sam Reich, Sharon Teefey and Director Richard Young. Absent: Alex Geisler, Margaret Scranton and Linda Wade.

**Minutes** Motion by Teefey, seconded by Reich to approve minutes of June 16, 2025 meeting. Motion approved.

**Bills** Motion by Teefey, seconded by Reich to approve new library construction bill from Demco. Motion approved.

Motion by Teefey, seconded by Reich to approve July 2025 regular bills. Motion approved.

**Financial statements** Due to the budget not completed by Phil Lenzini, the board looks to approve it at the August meeting, as there is a 90 day grace period. This led to a discussion as to how the budget might look going forward as we start the beginning of the first full year in the new building. Some considerations were staff salaries more in line with duties and responsibilities necessitating a need for job descriptions for all positions. Flynn directed Director Young to begin working on those. Newly hired Chloe Reich will now work a 40 hour week as recommended by Director Young.

**Old business** Nothing to report on repair of overhang on the building or the monument sign.

Pres. Flynn reported that Jason Williams, landscaper, has had trouble getting pavers for the south side of the building. At Flynn's direction, he will be adding

more boulders to that area, as well as more pavers to accommodate the relocation of the bicycle rack. This will add an additional cost to the original bid.

Some suggestions were made to the proposed employee handbook, including areas concerning adoption, nursing mothers, bereavement and performance evaluation. Motion by Teefey, seconded by Reich to approve the handbook with those changes to be included. Motion approved.

**New business** Chloe Reich briefly attended the meeting to introduce herself to the board as she begins her employment as the new programming librarian.

Reich motioned, Kerley seconded to accept the non-resident library card fee for FY26.

President Flynn requested that Director Young research other companies to obtain Treasurer Bond insurance as our current company no longer offers this coverage to us. A decision is tabled for now.

Trustees are encouraged to complete the annual online Sexual Assault Prevention training within 60 days. Director Young will send the link to the training this week.

Meeting adjourned 9:56 a.m.

A handwritten signature in cursive script that reads "Mary Anne Kerley". The signature is written in black ink and is positioned above the printed name.

Board of Trustees member