

BROWN COUNTY PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING
106 SW Cross St. Mt. Sterling, IL. 62353
June 16, 2025

President Flynn called the meeting to order at 3:30. **Present:** Jeremy Flynn, Mary Anne Kerley, Sam Reich, Margaret Scranton, Sharon Teefey, Linda Wade, Richard Young, Director.

Absent: Alex Geisler
No public comment.

Motion by Wade, second by Reich to approve Board **minutes of May 19, 2025**, and **Personnel Comm minutes of May 27, 2025**. Motion approved.

Motion by Wade, second by Scranton to approve new **Library Facility Construction bills:** Bergman Nurseries - \$25,770.60; Franklin Remodeling - \$345.00; Henricksen - \$3,794.80.

Flynn-aye, Kerley-aye, Reich-aye, Scranton-aye, Teefey-aye, Wade-aye. Motion carried.

Motion by Wade, second by Teefy to approve the routine **June 2025 bills**. Motion carried.

Financial Statements (Budget Analysis & Management Report) May 2025: Young

Marketing/Events Report - June 2025 - prepared by Sarah Worstell

Director's Report - June 2025 - Young

Monthly Statistics - May 2025: continued growth in every way.

COMMITTEE REPORTS

Finance: none

Personnel: Met with Emily Volk to review her first months as custodian in the new facility.

Building/Grounds: none

OLD BUSINESS

Update on Monument Sign for NW corner of Library property: none

Motion by Wade, second by Reich to hire (Jared) **Bean Construction to repair drive-up overhang** with a \$1500-2,000 estimate. Motion carried

NEW BUSINESS

Motion by Teefey, second by Kerley, to approve Ordinance **FY 26-01: Meeting Dates:** 3rd Wednesday at 9:00 a.m.
Motion carried.

Flynn made the following **Board Committee appointments:**

- **Finance - Wade, Kerley, Reich**
- **Personnel - Kerley, Scranton, Geisler**
- **Building/Grounds - Reich, Flynn, Teefey**

Motion by Wade, second by Scranton, approving the **purchase of a People Counter** for front door, for \$199.00.
Motion carried.

Motion by Scranton, second by Reich to accept the insurance package (carrier is Selective) from Yingling & Nuessen.
Motion carried.

Discussion of revisions in the **Employee Handbook**, tabled approving.

Motion by Reich, second by Teefey to **transfer of \$14,500 from General Fund to Special Reserve Building Fund** as budgeted. Motion carried.

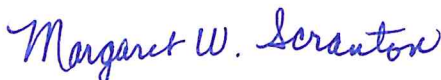
Motion by Scranton, second by Kerley approving **Library Marketing Employee financial package** and **Library Programming Employee financial package**. Motion carried.

After review, motion by Wade, second by Reich approving a new Internet and Email Usage Policy. Motion carried.

Other: Flynn and Young to develop watering plan for exterior landscaping.

Next Board of Trustees meeting: Wed, July 16, 2025 @ 9:00 a.m.

Meeting adjourned at 4:18 p.m. Respectfully submitted,



Margaret W. Scranton, Secretary