

**NIPPERSINK PUBLIC LIBRARY DISTRICT
JULY 8, 2025 MINUTES
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
AT THE LIBRARY, 5418 HILL ROAD, RICHMOND, IL**

CALL TO ORDER

The Regular Meeting of the Board of Library Trustees of Nippersink Public Library District was called to order at 7:00 p.m. by President Knobloch.

PRESENT

President Drew Knobloch, Vice-President Brett Bieder, Trustees Theresa Sue Rekenhaller, Heather Evenson, Michelle Jordan, Jean Leete-Knutson, Keith Schleiffer, and Library Director Fanslow were present.

RECOGNITION OF SECRETARY

Trustee Evenson was recognized as secretary. Staff member Nielson volunteered to act as recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE

Yoni Nielson, Assistant to the Director
Ash Lee Simons, Youth Services Manager
Kristine Ozuyk, Adult Services and Circulation Manager

AUDIENCE COMMENTS

None.

ADDITIONS

None.

MINUTES

- a. Approve June 10, 2025, Regular Meeting Minutes
Motion was made by Trustee Bieder, Second by Trustee Jordan, to approve the June 10, 2025, Regular Meeting Minutes.
Voice Vote: All in Favor
MOTION PASSES

- b. Approve June 17, 2025, Special Meeting Minutes
Motion was made by Trustee Schleiffer, Second by Trustee Leete-Knutson, to approve the June 17, 2025, Special Meeting Minutes.
Voice Vote: All in Favor
Abstain: Trustee Rekenhaller
MOTION PASSES

CORRESPONDENCE AND LIBRARY NEWS

- a. Articles & news
 - i. Previous Trustee Adrienne Adams sent a thank-you card for the Board of Trustees.
 - ii. Court upholds termination of School Counselor for Speech at Rally.

TREASURER'S REPORT

- a. Review and Approve Warrant #1*

Warrant #1 in the amount of \$29,388.63 was reviewed for payment.
Motion was made by Trustee Bieder, Second by Trustee Evenson to approve the Warrant #1 in the amount of \$29,388.63
Roll call Vote: Ayes: Knobloch, Bieder, Rekenhtaler, Schleiffer, Leete-Knutson, Jordan, Evenson.
Nays: None.
MOTION PASSES
- b. Review monthly budget report

SPECIAL REPORTS

Library Director

Director Fanslow reported that the book sale is scheduled for December 5 and 6, with donations accepted from November 20 to 29. All proceeds will benefit the Summer Reading Program in 2026.

Director Fanslow informed the Board that two volunteers are needed for the Secretary's Audit; Trustees Schleiffer and Leete-Knutson volunteered.

Director Fanslow updated the Board on the parking lot drainage system, elevator maintenance, and HVAC.

Director Fanslow thanked the Board of Trustees and staff for their hard work in making the Great Library Kick-off a success.

The Director reminded the Board to complete the OMA training.

Library Board President

President Knobloch reports that the Chromebooks will be coming; detailed Liaisons assignments; and the parking lot drainage scope.

Adult Services

Ozyuk reported that the Summer Reading Program (SRP) had signed up almost 100 readers as of July 1. Total training hours for the department are close to 100, and annual reviews are underway.

Ozyuk updated the Board that the weeding project will continue; the Library of Things collection will begin circulating in August; and Nippersink blue bags are available for sale at \$2.00 each.

Ozyuk highlighted that outreach initiatives have been successful, including SG Hatchery and the Chamber of Commerce. The current homebound services will be shared throughout the Circulation Department.

Youth Services

Simons reported that the SRP had signed up 174 readers under age 18, with 15 youth readers completing the challenge. This represents an 8% increase from the same time last year.

Simons reported that fall programming has been selected, including both recurring and special events. The Children's Department will participate in various community events such as Trunk or Treat. Teen Read Week will take place in October, and the Mad Science program is scheduled for November. Family Reading Night will be held on November 20.

UNFINISHED BUSINESS (All possible action items)

- a. Board Self-Evaluations – Discussion followed on the emailed version that was sent to the Board earlier today.

NEW BUSINESS (All possible action items)

- a. By-law Review – in the future, there will be two ad hoc to review, Trustee Rekenhaller and Leete-Knutson volunteered.
- b. Closed Meeting Review
Motion was made by Trustee Schleiffer, Second by Trustee Evenson to approve that the Board recognizes the 12 Closed Minutes from July 11, 1995 to June 11, 2002 that were not listed in prior closed meeting minute reviews, as well as recognizes that the January 19, 2002 and March 22, 2004 Closed Meeting minutes are not located with the closed meeting minutes.
Roll call Vote: Ayes: Knobloch, Bieder, Rekenhaller, Schleiffer, Leete-Knutson, Jordan, Evenson.
Nays: None.
MOTION PASSES

Motion was made by Trustee Bieder, Second by Trustee Rekenthaler to approve that the Board will keep closed selected minutes from October 15, 2024 to the current date, and make minutes from December 12, 2023 and earlier open for public inspection.

Roll call Vote: Ayes: Knobloch, Bieder, Rekenthaler, Schleiffer, Leete-Knutson, Jordan, Evenson.

Nays: None.

MOTION PASSES

Motion was made by Trustee Bieder, Second by Trustee Schleiffer to approve that the Board approves the destruction of verbatim recordings from Executive Sessions held more than 18 months ago, which would be the recording form meetings held on or before December 12, 2023.

Roll call Vote: Ayes: Knobloch, Bieder, Rekenthaler, Schleiffer, Leete-Knutson, Jordan, Evenson.

Nays: None.

MOTION PASSES

c. Chromebooks

Motion was made by Trustee Bieder, Second by Trustee Schleiffer to approve that the Board will move forward with purchasing Chromebooks and sleeves for the Board to use, 7 will be purchased not to exceed \$2,000 cost.

Roll call Vote: Ayes: Knobloch, Bieder, Rekenthaler, Schleiffer, Leete-Knutson, Jordan, Evenson.

Nays: None.

MOTION PASSES

d. Facilities walk through – The date was set for immediately before the next scheduled regular board meeting on August 12, 2025 at 5:30 pm.

TRUSTEE TRAINING

Community Engagement and Outreach – through iLead Portal

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 8:24 p.m.

Respectfully submitted by Dana Fanslow

Secretary Evenson