

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
NOVEMBER 11, 2025; MINUTES
at the Library 5418 Hill Rd, Richmond, IL**

CALL TO ORDER

The Regular Meeting of the Board of Library Trustees of Nippersink Public Library District at the Nippersink Library 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 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 Ozyuk, Adult Services and Circulation Manager

AUDIENCE COMMENTS

None.

ADDITIONS

None.

MINUTES

- a. Approve October 21, 2025, Regular Meeting Minutes

Motion was made by Trustee Bieder, Second by Trustee Rekenhaller, to approve the October 21, 2025, Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION PASSES

CORRESPONDENCE AND LIBRARY NEWS

- a. Articles & News
 - i. Illinois State Resolution No. 104

TREASURER'S REPORT

- a. Review and Approve Warrant #5* in the amount of \$120,847.39

Motion was made by Trustee Bieder, Second by Trustee Evenson to approve the Warrant #5 in the amount of \$120,847.39

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

Nays: None.

MOTION PASSES

- b. Review monthly budget report

SPECIAL REPORTS

Library Director

Director Fanslow provided an update on Library operations. The quarterly Staff Meeting included a NAMI presentation on self-care and work burnout, the FBI Active Shooter training video, and a brief team-building activity. Preparations for the December 5–6 Book Sale continue, and Benson Electrical has installed an outlet to support the forthcoming Mini Food Pantry's community fridge. Planning is underway for next year's Community Garden, and the Mitten Tree Drive will again run throughout December. Development of the Seed Library initiative is progressing, with a ribbon-cutting anticipated in February. The Library is also preparing for the migration from Boundless to the Palace Project. Director Fanslow shared positive patron feedback regarding recent services and programming. She reported that the roof inspection passed on October 22 and that window fabrication will begin on November 2, with installation expected to be completed by December 17, weather permitting. The 2026 Summer Reading Program is scheduled for June 8–July 18 with the theme "Plant a Seed, Read."

Library Board President

President Knobloch's online report to the Board was discussed.

Strategic Planning

Tabled until the next Board meeting.

Adult Services

Ozyuk reported that the Circulation team is ready to register patrons for Fall programs. Approximately 1,000 items were weeded for the month of October, and 39 new books were added.

Youth Services

Simons reported that November 20 will be Family Reading Night – Reading is your

Passport to the World. There will be a passport activity to visit the 7 continents and learn literacy activities to use at home.

Simons updates the Board that the Library is collaborating with the Nippersink School District to run the grade schools' Battle of the Books. Students in 4th and 5th grades will team up and read from a selection of books to answer questions asked to identify the books.

UNFINISHED BUSINESS (All possible action items)

- a. By-Law Draft – Suggestions, feedbacks, and discussion followed.
- b. Legislative Meet-up
None of the board members will be attending this year's Legislative Meet-Up.

NEW BUSINESS (All possible action items)

- a. 2025-2026 Tax Levy Documentation
 - i. Resolution 2025-11-A, Estimate of Funds Needed

Motion was made by Trustee Bieder, Second by Trustee Schleiffer to approve Resolution 2025-11-A, Estimate of Funds Needed.

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

Nays: None.

MOTION PASSES

- ii. Ordinance 2025-11-1, Tax Levy Ordinance

Motion was made by Trustee Schleiffer, Second by Trustee Leete-Knutson to approve Ordinance 2025-11-1, Tax Levy Ordinance.

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

Nays: None.

MOTION PASSES

- b. Public Policies
 - i. Introduction and Patron Section
 - ii. Library Operation Section
 - iii. Community & Support and Governance & Staffing Sections
 - iv. Financial & Administrative Section
 - v. Legal, Ethical, & Security Section

Motion was made by Trustee Bieder, Second by Trustee Rekenthaler to adopt all the Public Policy Sections: Introduction and Patron, Library Operations, Community & Support and Governance & Staffing, Financial & Administrative, and Legal, Ethical, & Security Sections.

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

Nays: None.

MOTION PASSES

c. Village of Richmond UDO Library Impact Fee Update

TRUSTEE TRAINING

Community Engagement and Outreach – through iLead Portal

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 8:18 p.m.

Respectfully submitted by Dana Fanslow

Secretary Evenson