

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
March 10, 2026; 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 Heather Evenson, Theresa Sue Rekenhalter, Keith Schleiffer, Jean Leete-Knutson, Michelle Jordan, 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

AUDIENCE COMMENTS

None.

ADDITIONS

None.

MINUTES

- a. Approve February 10, 2026, Regular Meeting Minutes
Motion was made by Trustee Evenson, Second by Trustee Leete-Knutson, to approve the February 10, 2026, Regular Meeting Minutes.
Voice Vote: All in Favor
MOTION PASSES

CORRESPONDENCE AND LIBRARY NEWS

a. Correspondence

i. Patron comments

“I just have to tell you how pleased I am with the changes that have been made recently! I have been a patron for over 50 years and got my first library card at 10 years old. The recent staff changes, building upgrades, new seating areas, tool lending and food for the needy are so nice! I don’t dread coming to the library anymore. For a while, I avoided visiting as it was unwelcoming and unfriendly. But the current staff is so nice and helpful! I truly enjoy coming to the library and am not intimidated to ask a question or even speak out loud. It’s a fresh, new place that I am thrilled to utilize now! Thank you to everyone that has worked hard to bring about these much needed changes!” — Tammy Kay

“I’m consistently pleased when I walk into the library. Always something new and the creativity continues month after month. Hats off to all who work here!” — Linda W.

Young couple, drive by all the time and had to stop in to tell us how much they love the new windows, paints, etc. They are card holders and use the printers on occasion. — Neighbors

b. Articles and News

- i. ALA Denounces Federal Book Banning Bill- ALA
- ii. Nationwide Book Ban Bill Has Been Introduced in the House of Representatives- Book Riot
- iii. 5 Library Wins Worth Celebrating- American Libraries Magazine
- iv. Email of E-Book Legislation Meeting

c. Trustee Training Opportunities

- i. Library Trustee Forum Spring Webinars – Trustees will view the monthly webinar recordings independently following distribution by Director Fanslow. Discussion of each session will take place at the subsequent board meeting.
- ii. LACONI Trustee Banquet – Let Director Fanslow if any Trustee wants to go.

TREASURER'S REPORT

- a. Review and Approve Warrant #9 in the amount of \$73,249.29
Motion was made by vice-President Bieder, Second by Trustee Rekenhaller to approve the Warrant #9 in the amount of \$73,249.29.
Roll call Vote: Ayes: Knobloch, Bieder, Evenson, Rekenhaller, Schleiffer, Leete-Knutson, Jordan.
Nays: None.
MOTION PASSES
- b. Review of monthly budget report

SPECIAL REPORTS

Library Director

Director Fanslow reported on January financials and Library statistics, including reference activity, program participation, new library cards, mobile app usage, circulation, and e-resource use.

Director Fanslow also provided updates on building projects and operations, noting the roof and window projects are complete. Upcoming projects include painting meeting rooms, creating an office space for the Adult Services Manager, establishing a community garden, and implementing curbside pickup signage and procedures.

Additional updates included 65 responses to the Makerspace survey, the launch of online program registration, 84 attendees at the Ribbon Cutting, and a March 5 meeting with the Illinois State Archives regarding records retention.

Library Board President

None.

Strategic Planning

An email link was sent before the Board Meeting and review of new format.

Adult Services

Director Fanslow reported that two Circulation positions will be hired with anticipated start date of April 1; Seed library will start next week; procedures will be created regarding utilizing monthly department meetings.

Youth Services

Simons reported that there are about 2450 participants visits; YS team have been visiting other libraries to chat on what happenings on their end; Nippersink Middle School outreach is continuing and Jon met with over 300 middle schoolers; Richmond Grade School and Spring Grove Elementary have been notified of their May field trips to

the Library as well as YS team to visit K, 2-4, 6, and 8 at their respected schools in May to promote the Library and the Summer Reading Program.

Simons updated the Board that NPLD will be collaborating with Janice Fishcer, a local horse photographer who runs the magazine for the Midwestern Equestrian. We will be encouraging patrons to enter the Spring issue's writing contest. Winners will be announced in the summer issue.

UNFINISHED BUSINESS (All possible action items)

- a. Updated Health Insurance to adopt starting July 1, 2026
Motion was made by Trustee Jordan, Second by Vice-President Bieder to adopt starting July 1, 2026, to cover 100% of the cost eligible employees on the lowest personal plan & 100% of the lowest personal plan for the Library Director and 50% of their family cost.
Roll call Vote: Ayes: Knobloch, Bieder, Evenson, Rekenenthaler, Schleiffer, Leete-Knutson, Jordan.
Nays: None.
MOTION PASSES

NEW BUSINESS (All possible action items)

- a. Employee Policies
 - i. Cybersecurity & Data Incident Response Policy
 - ii. Director Succession & Continuity of Operations Policy
 - iii. Employee Conduct & Progressive Discipline
 - iv. Group Health Insurance Policy
 - v. Internal Investigations Policy
 - vi. Lactation Accommodation Policy
 - vii. Staff Use of Artificial Intelligence (AI) Policy

Motion was made by Vice-President Bieder, Second by Trustee Evenson to adopt the following Employee Policies: Cybersecurity & Data Incident Response Policy, Director Succession & Continuity of Operations Policy, Employee Conduct & Progressive Discipline Policy, Group Health Insurance Policy, Internal Investigations Policy, Lactation Accommodation Policy, and Staff Use of Artificial Intelligence (AI) Policy.

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

Nays: None.

MOTION PASSES

TRUSTEE TRAINING

- a. Local Rules of Procedure Part 3 – iLead Portal

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 8:19 p.m.

Respectfully submitted by Dana Fanslow

Secretary Evenson