

**NIPPERSINK PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES REGULAR MEETING
July 14, 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 6:30 p.m. by President Knobloch.

PRESENT

President Drew Knobloch, Vice-President Brett Bieder, Trustee Heather Evenson, Trustee Theresa Sue Rekenhaller, Trustee Keith Schleiffer, Trustee Jean Leete-Knutson, Trustee Michelle Jordan, and Library Director Dana 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 Ozyuk, Adult Services and Circulation Manager

AUDIENCE COMMENTS

None.

ADDITIONS

a. Facility walk through – moved to unfinished business

b. Michelle Jordan's position – moved to new business

AUDIT FY 24-25 PRESENTATION

Aimee Paradee from Lauterbach & Amen, LLP presented the report.

MINUTES

- a. Approve June 9, 2026, Regular Meeting Minutes
Motion was made by Vice-President Bieder, Second by Trustee Leete-Knutson, to approve the June 9, 2026, Regular Meeting Minutes.
Voice Vote: All in Favor
MOTION PASSES

CORRESPONDENCE AND LIBRARY NEWS

a. Correspondence

i. McConnell Foundation Letter

“Dear Dana Fanslow, Nippersink Public Library District

Thank you so much for your contribution to the 2026 McConnell Ball silent auction in support of the W.A. McConnell Foundation whose mission is to discover, identify, preserve, and promote the history of the greater Richmond area in Illinois. On March 27, 2026 we received your contribution of a library basket (containing 3 NYT best sellers, NPL sweatshirt, summer reading NPL 2026 t-shirt, NPL tote bag, NPL koozie, NPL cup, NPL sticker, NPL magnet, NPL pen) for our April ball.

No goods or services were provided to you by the W.A. McConnell Foundation in return for your contribution.

The W.A. McConnell Foundation is recognized as a public charity under section 501(c)(3) of the Internal Revenue Code. Your contribution is deductible to the extent of the law.

Please consult your tax advisor to determine deductibility. This email is your receipt for income tax purposes.

We appreciate your support!

Sincerely,
Cindy Skrukrud
Secretary/Treasurer
W.A. McConnell Foundation”

ii. Patron Comments

“Last Wednesday I attended the Sourdough Starter Class. It was led by Young Cho from the Simple Bakery & Café. It was an excellent introduction to the process of sourdough. It was very informative. I left the presentation wanting more! I missed letting Nina know how much I enjoyed it. Would you please pass this along to her for me? It was a great choice for a program. ~ Michelle J.

Wall decals are very pretty. ~ Sue R.

Very excited about the positive changes at NPLD. Long term patron, LOVES that we are a part of consortium and using the PrairieCat app is so wonderful. ~ Melinda F”

iii. Use of Facilities Email – handed out during the meeting

b. Articles and News

Discussions and questions regarding the articles and news submitted.

i. News Access and Media Literacy in Public Libraries – Public Library Association

ii. 2026 Library Systems Briefing – American Libraries

TREASURER’S REPORT

a. Review and Approve Warrant #1.

Motion was made by Vice-President Bieder, Second by Trustee Evenson to approve the Warrant #1 in the amount of \$44,057.12.

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

Nays: None.

MOTION PASSES

b. Review of monthly budget report

Director Fanslow updates the Board of the expenses: library and building operations, trustee expenses, capital equipment, library materials, outside professional services, and personnel.

SPECIAL REPORTS

Library Director

Director Fanslow updates the Board of Library statistics and on library operations: Ozyuk’s office has been completed; security cameras have been installed; there were 325 attendees in the Open House; four staff participated in the fourth of July parade; book sale will be on December 4-5 and November 19-28 will be for donations.

Director Fanslow updates the Board that the per capita grant is \$18,841.10.

Director Fanslow reports to the Board regarding the TKE issue (handed out during the meeting). Discussion followed.

Library Board President

Online.

Strategic Planning

Will be discussed during August Board Meeting.

Adult Services

Ozyuk reports that there are 48 items added in the collection; the hold shelf section has been moved and has been introduced to patrons; there are 13 notaries for the month of June; more procedures are being added to increase patron satisfaction. There are 112 signed-up and 67 readers who are logged-in for the Summer Reading Programs for adults.

Youth Services

Simons reports that she found some vendors for Spanish collection, more e-resources to consider to be added on the website and topics for AI from ALA Conference.

Simons reports that there are 277 sign-ups and 188 active readers and the numbers of minutes read so far is over 100,000.

UNFINISHED BUSINESS (All possible action items)

- a. Fund Balance Policy
Motion was made by Vice-President Bieder, Second by Trustee Schleiffer to adopt the Fund Balance Policy.
Roll call Vote: Ayes: Knobloch, Bieder, Evenson, Rekenthaler, Schleiffer, Leete-Knutson, Jordan.
Nays: None.
MOTION PASSES
- b. Facility Walk Through
Due to heat, this meeting will be on August 11 at 5:00pm.

NEW BUSINESS (All possible action items)

- a. Secretary's Audit
Need two people to volunteer to review the year's minutes. Trustees Leete-Knutson and President Drew Knobloch volunteered.
- b. Director & Trustee Reviews
 - i. Director Review – Surveys are going to be sent out and give it to President Knobloch after filling out.
 - ii. Trustee Reviews – Director Fanslow will send out the link to review and turn it in before August 1.
- c. Michelle Jordan Update
Trustee Jordan updates the Board that she will be relocating in the future, she will keep the Board apprised..

TRUSTEE TRAINING

- a. A Deeper Dive into Bylaws – iLead Portal

ADJOURN

There being no further business, President Knobloch declared the meeting adjourned at 7:49 p.m.

Respectfully submitted by Dana Fanslow

Secretary Evenson