Meeting of the Board of Trustees

Caseyville Public Library District

September 9, 2026

1. Call to Order: The meeting was called to order at 5:58 p.m.

2: Roll Call: Mary Beth Reiniger, Chris Bell, Katie Ekstrom, Dick Koblitz, Terri Riutcel, Joann Reiniger, and Jackie Keck. Jen Mauk was excused.

3. Approval of Minutes (08/12/26): A motion was made by Katie Ekstrom and was seconded by Terri Riutcel to accept the minutes. The motion passed unanimously.

4. Public Forum:

a) Written Correspondence:

i) Jackie received another letter regarding the Property Tax Appeal Board (Yogi Properties LLC). This appeal refers to the new Fill'er Up Travel Center (Truck Stop) located at 51 Tucker Drive in Caseyville. Jen is reviewing this correspondence and was to let Jackie and the board know if any action needed to be taken. Jackie will reach out to Jen to ask what has been done on this item.

ii) Jackie received a letter of resignation from Andrew. His last day will be Saturday, September 19, 2026.

b) Audience Input: No audience.

5. Committee Reports:

a) Community Fundraising (Chris Bell):

Friends of the Library (FOTL): The next meeting will be held on Thursday, November 12th at 6 p.m. . The Dine to Donate held on August 3, 2026, at Texas Roadhouse netted a profit of $97. Terri has offered to chair next year's Dine to Donate at Texas Roadhouse. The next fundraiser will be a table at the St. Anne Craft & Vendor Fair to be held at St. Stephen Church on September 26, 2026, from 10 a.m. – 3:00 p.m. Chris will be at the fair at 8:00 am if anyone is available to assist. Jackie purchased a table runner for this event and future events.

b) Strategy: Nothing to report at this time. As an aside, Jen has spoken with the family of Shades regarding his Memorial tree planting. Details to follow.

c) Policy: Nothing to report at this time.

d) Finance (Jen Mauk): Dick Koblitz made a motion to accept the August Treasurer's Reports; Joann Reiniger seconded the motion. The motion passed.

6. Director's Report:

a) Operation/Building Maintenance:

i) Jackie was included in an email regarding the exterior panel replacement project. Holland has made the decision to go with a different product. Dr. Skertich is in the process of confirming cost and installation schedule.

ii) We now have a $588 credit on our Fire Service Maintenance billing due to an error in billing by the Village.

b) Human Resources, Meetings, and Trainings:

i) Jackie met with Lisa from the District Leadership Team to create a class visit matrix for the library. This falls under the purview of the Positive Behavioral Interventions and Supports (PBIS) framework.

ii) The District Leadership Team meetings have started up for the school year. They meet on the 3rd Thursday of each month.

iii) Jackie discussed the library orientation and teacher expectations for the class visits with Ms. Pavlinek, Principal.

iv) Jackie has hired a part/time clerk, Cassandra. Cassandra will be working approximately 15-19 hours per week once she has completed her training. She stopped by the meeting and introduced herself.

c) Upcoming Events, Projects, Grants:

i) The August Director's Report was reviewed.

ii) The September Newsletter was reviewed. See the newsletter for specific events and a schedule for September and October.

iii) Class visits have begun.

iv) The Illinois Library Association (ILA) annual conference will be held in Peoria October 6 – 8. Jackie will attend.

v) Prep for the Library Crawl will begin soon. The crawl begins October 1st and concludes October 31st.

vi) The library will offer a Kids Art Club for children ages 8 – 12. The club will meet on the third Wednesday of the month, starting in October, from 2:30 – 3:30 pm.

7. Old Business:

a) Jackie stated that the parking for school pick-up has improved. The police did not assist as promised but there weren't any issues.

b) The closed meeting minutes were read by all and it was agreed that Jackie would post the minutes on the library website on the Board of Trustees page. They will remain posted for 60 days, after which we can choose to keep or delete them.

8/17/23 minutes: Katie made a motion to open these minutes. Mary Beth seconded the motion. All approved.

11/8/23 minutes: Terri made a motion to open these minutes. Joann seconded the motion. All approved.

8/14/24 minutes: Mary Beth made a motion to open these minutes. Dick seconded the motion. All approved.

9/11/24 minutes: Katie made a motion to open these minutes. Terri seconded the motion. All approved.

c) Jackie proposed two different Meeting Date schedules for 2027. The first has the Board recessed in the month of March, in addition to July and December. The other has recess months of April, August, and December. This will be discussed again at the October meeting.

d) The Tentative Budget & Appropriation Ordinance was reviewed. Katie Ekstrom made a motion to accept the ordinance as written. Terri Riutcel seconded the motion. The motion was unanimously approved.

e) Nothing was done on the Director's Annual Review. Jen told Chris that she would have tabulations out to all board members by the end of the week.

8. New Business: Jackie gave everyone in attendance a copy of Ordinance No. 27-03, which will be reviewed and voted on at the October meeting.

9. Upcoming Meeting: The next regularly scheduled meeting will be held on Wednesday, October 14, 2026, at 6:00 p.m.

10. Adjournment: Mary Beth Reiniger made a motion to adjourn the meeting at 7:01 pm; Joann Reiniger seconded the motion. The motion passed unanimously.