



Meeting of the Board of Trustees

Caseyville Public Library District

August 13, 2025

1. Call to Order: The meeting was called to order at 6:01 p.m.
2. Roll Call: Mary Beth Reiniger, Dick Koblitz, Jen Mauk, Chris Bell, Katie Ekstrom, Jackie Keck, Joann Reiniger, and Terri Riutcel .
3. Approval of Minutes (06/11/25): A motion was made by Terri Riutcel and seconded by Joann Reiniger to accept the minutes as written. All approved.
4. Public Forum:
 - a) Written Correspondence:
 - i) We received a letter from Mayor Kent Luebbers regarding the Library's portion of interest due on TIF 3 due to an administrative error on the part of the village in 2021. Our settlement amount is \$15,091.14. A motion was made by Dick Koblitz to have Jen seek advice from our attorney on this matter and, if he feels it is appropriate, to speak with the Village treasurer. Katie Ekstrom seconded the motion. All approved.
 - ii) We received an announcement from the Office of the Secretary of State, Alexi Giannoulis, outlining a measure that was approved in the General Assembly this spring. The measure allows the Secretary of State's office to issue funding grants to increase security measures at public, school, and academic libraries.
 - iii) Additional memorials have been received for Bob Stephens, which brings the amount to \$500.00. Jackie will look into purchasing archiving materials and a plaque in Bob's memory. She will also look into purchasing a tree with the monies received in memoriam of "Shades". As an aside, Jackie will also look into reinstalling the butterfly wall.
 - (iv) A thank-you card was received from Dani Cary. Jackie and Eleka attended Ms. Cary's graduation party as she was a dedicated volunteer at the library.
 - b) Audience input: no audience.
5. Committee Reports:
 - b) Community:
 - i) Friends of the Library: The next meeting will be held on August 14th at 6 p.m. and will include our annual social.
 - ii) The Friends had a Book/Bake Sale on Friday, June 27th and Saturday, June 28th, which included a ticket auction. This event netted \$911.00. The status of the annual pledge letter is unknown at this time and the Dine & Donate Event is still in the planning stages.

- c) Strategy – nothing to report. The tentative date for an updated strategic plan is still December 2025
- d) Policy – nothing new to report. The tentative date for an updated policy draft is still December 2025.
- e) Finance:
 - i) Jen Mauk made a motion to accept the June Treasurer’s Report; Mary Beth Reiniger seconded this motion. The motion passed unanimously. Jen Mauk made a motion to accept the July Treasurer’s Report; Katie Ekstrom seconded this motion. The motion passed unanimously.
 - ii) There was a payroll revision on the FY26 budget.

6. Director’s Report:

- a) Operation/Building Maintenance: Security cameras are back up after the new system integration.
- b) Human Resources, Meetings, and Trainings:
 - i) Jackie will be holding a Staff Institute Day on Friday, August 15th. The library will be closed that day. Items to be covered are class visits, updates/communication, tasks and additional responsibilities, and a run through of Jackie and Eleka’s tasks.
 - ii) The newest staff members have started barcode training.
- c) Upcoming Events, Projects, Grants:
 - i) The June and July Director’s Reports were reviewed.
 - ii) The August 2025 Newsletter was reviewed.
 - iii) The Summer Reading Program concluded. The biggest events were Candyland and The Fuzzy Friends Sleepover.
 - iv) Staff will be working on issuing library cards to students, updating rosters, and prepping for class visits that will begin after Labor Day.

7. Old Business: None

8. New Business:

- a) List of Library Trustees filed with the Illinois State Library and St. Clair County Clerk [75 ILCS 16/30-40]. This was taken care of on August 6, 2025.
- b) Tentative Budget & Appropriation Ordinance [50 ILCS 330/3 and 75 ILCS 16/30-85]. This vote will take place at our September meeting. Jackie will post the notice of public hearing as required.
- c) Secretary’s Audit due 9/1/25 [75 ILCS 16/30-65]
- d) Terri Riutcel received an inquiry regarding the Caseyville Wide Yard Sale and if the library was going to hold this sale again in the future. It was discussed that the Yard Sale was not a Library event and the library’s involvement in the sale was the sale of the permits only. Any questions regarding future Caseyville Wide yard sales should be directed to the Village office.

9. Adjournment: Jen Mauk made a motion to adjourn our regular meeting at 7:18 p.m. Mary Beth Reiniger seconded the motion. The motion passed unanimously.

10. Upcoming Meeting: The next regularly scheduled meeting will be held on Wednesday, September 10, 2025 at 6:00 p.m.