

**MINUTES OF THE 4 August 2025 MEETING
OF THE COLCHESTER PUBLIC LIBRARY
BOARD OF TRUSTEES**

I. ACTION ITEMS

A. Call to order

President W. Utter called the regular meeting to order at 4:05 p.m.

B. Roll call/Determination of Quorum

Trustees present: Steve Altenbern, April Bennett, Evan Bennett, Craig Rigg, Nicole Weaver. Trustees absent: Nancy Altenbern. Also present was Library Director Debbie Sullivan.

C. Approval of Agenda

D. Review/Approve Minutes of Previous Meeting

E. Bennett/A. Bennett 7 July 2025 moved to approve the minutes of meeting.

Motion carried.

E. Treasurer's Report

S. Altenbern presented a report showing income of \$15,318.89 (corporate; includes \$14,281.64 first tax distribution) against expenses of \$5,285.96 (includes \$2,467.60 RSA and OCLA memberships). A. Bennett/E. Bennett moved acceptance of report.
Motion carried.

F. New Committees — Already presented

G. Tentative Budget and Appropriations Ordinance 2526-1

N. Weaver/E. Bennett moved acceptance. Motion carried

H. Cookbooks

Library cookbooks have arrived and are ready for distribution. Fundraising Committee will work out methods of collection for pre-orders distribution.

I. Library Book Sale

A sign-up sheet was circulated for workers at the Labor Day book sale at Utters.

II. DISCUSSION ITEMS

A. Advocacy Minute

New Illinois legislation is promising grants to libraries for security — cameras, check points at door, security lighting, alarms. No clear direction yet on funding.

B. Book Tall Challenge

The Board discussed how to reward the community for exceeding the challenge to read pages equal to or exceeding the height of Colchester Mayor Mark Clark. One proposal was for serving ice cream for anyone who attends as a community awareness event. Funds are available in the Roth account. Thoughts were to wait until after Labor Day, possibly at 4-6 p.m. at the Friendway Pavilion using the concession stand there, likely in conjunction with a Colchester City Council meeting later.

C. Bicentennial Events

Director Sullivan attended a meeting at the McDonough County Historical Society at the Western Illinois Museum in Macomb. Local author/historian John Hall spoke about collecting personal memories. Suggested events during next year's celebration year were as follows:

- Self-guided tours of county public buildings (county court house, city halls, libraries, etc.)
- History day at local schools
- In Colchester, a summer reading day about the history of Colchester.

Director Sullivan will be meeting with the Historical Society on August 16 for further discussion.

III. INFORMATIONAL ITEMS

A. Recognition of Visitors — None

B. Committee Reports

1. Finance (S. Altenbern) — No report

2. Building and Grounds (Rigg) — The roof repairs have been completed by Slater Construction of Bushnell, using funds from our insurance claim of wind damage from both December of 2024 and March 14 of 2025. Slater repaired the faulty brick work, installed backing board for the white membrane along the west inside wall of the parapet (which should have been done for the entire parapet), re-glued and fastened the white membrane to the backing board, and reinstalled the blown off metal parapet caps, secured all the them with terminal metal stripping. In addition, Slater installed a full cap over the northwest chimney,

the only functioning building chimney. However, a full cap chimney exhaust, so they returned to install a flue cap full exhaust. would block off all discharge to allow

No date was set for the annual building inspection.

3. Policy (Rigg) — No report

4. Stephen L. Roth Trust Fund (E. Bennett) — No report

5. Special Events (N. Altenbern) — A book signing event was held August 3 for local author Connor Sullivan's novel *The Body in the River*. Seventy guests were in attendance during the course of the event. Sullivan read passages from the book. A former Western Illinois professor was present to provide questions about the writing process. Refreshments consisted of root beer floats (Heapsville Hooch), blown brownies (sand bars), and water. On Sunday, August 10, Sullivan will conduct another event at the library to reveal “Easter eggs” and spoilers he interjected in his novel.

6. Juvenile Programs (Weaver) — A foam party is being planned for August 11. The foam was generated by the same person who conducted the bubble party. Cost will be \$375 from the Tracy grant.

7. Fundraising (A. Bennett) — A bake sale was held at N. Weaver's daughter's residence and generated \$360 for the library. From the Connor Sullivan event, \$72 was collected in a separate donation jar.

8. Bylaws (Rigg) — The Library Bylaws Mission Statement needs to be updated.

C. President's Report — None

D. Library Director's Report

1. Statistics

2. Grants

a. Tracy Grant — The application date has been extended. The current grant application needs an ending report and then writing of a new one.

b. Circulation Librarian Wyanette Smith and Tom Smith are writing a STEM (Science Technology Engineering Math) grant for STEM activities targeting children 10 years old and younger.

- c. The State Library will be offering a STEM technology grant on August 15 meant for children 10 years and older.

3. Information

- a. Director Sullivan took the Dolly Parton Imagination Library program and display to the Illinois State Fair on July 9.
- b. At the “bubbles” event on July 14, 27 children and 13 adults were in attendance.
- c. Outdoor Day was held July 21 at Argyle Lake State Park with 13 children and 10 adults in attendance.
- d. Director Sullivan decided not to attend Pinhook Days in Industry with the DPIL program. However, she indicated interest in doing so for Bushnell's Fall Festival.
- e. Director Sullivan plans to bring the DPIL program to McArthur Early Childhood Center on August 14.

4. Sullivan informed the board that the Quincy Public Library relieved its head librarian of her duties, though no public reason has been given. Local rumor mill has nevertheless suggested a more specific reason. Though unrelated, the Children's Librarian at the Macomb Public Library resigned.

5. From the Warren County Library, Director Sullivan was able to procure four computers and two monitors. They will be refurbished with new hard drives at a cost of \$1,000 out of the technology grant. CCS in LaHarpe (Lionberger) will prepare them for public use.

E. Closed/Executive Session

F. Items for Next Agenda

- Budget Hearing
- Approval of Budget Appropriation Ordinance

G. Announcements and Communications

H. Adjournment

E. Bennett/N. Weaver moved adjournment at 5:35. Motion carried.

Submitted