

**MINUTES OF THE 5 January 2026 MEETING  
OF THE COLCHESTER PUBLIC LIBRARY  
BOARD OF TRUSTEES**

**I. ACTION ITEMS**

**A. Call to order**

Vice-President N. Altenbern called the regular meeting to order at 4:30 p.m.

**B. Roll call/Determination of Quorum**

Trustees present: Steve Altenbern, April Bennett, Evan Bennett, Craig Rigg, Nicole Weaver.

Trustees absent: Wanda Utter. Also present was Library Director Debbie Sullivan.

**C. Approval of Agenda — No additions, deletions, corrections to the agenda.**

**D. Review/Approve Minutes of Previous Meeting**

Clarification of III.B.4 section of 8 December 2025 minutes: The new account with Edward Jones, consolidating some memorial monies, including the recently closed Roth account, is \$19,512.74.

Correction of I. F.f to note Tom Jalinsky vice Tom Smith.

E. Bennett/A. Bennett moved to approve the minutes of the 8 December 2025 meeting. Motion carried.

E. Bennett/A. Bennett moved to approve the minutes of the 14 December 2025 special meeting. Motion carried.

**E. Treasurer's Report**

S. Altenbern noted a correction on the printed report. Line 18 of the 5 January report should indicate a beginning balance of \$14,541.19 and an ending balance of \$13,370.14.

The report report showing income of \$13,63930 (\$10,000 Tracy Grant) against expenses of \$26,165.29 (movement of memorial monies to Edward Jones account. E. Bennett/N. Weaver moved acceptance of report. Motion carried.

**F. Comptrollers Report — E. Bennett/A. Bennett moved acceptance of the report. Motion carried.**

**II. DISCUSSION ITEMS**

**A. Advocacy Minute**

1. A glass container bin has been placed next to the library's drop box to collect glass items. As the bin fills, the contents will be taken to the new glass recycling bin at the Farm King parking lot.
2. Items, especially of health and personal care products, are being collected in the library for delivery to the new Faith Market Food Pantry of Colchester, located in the Tabernacle Church next to the post office.
3. Funds from the recently expanded Per Capita Grant will now be directed toward the acquisition of books, which are being purchased through Amazon.

**B. STEM grant — The program will begin January 14 and be known as the Curiosity Club.**

Students interested in participating will be walked over to the library from West Prairie South Elementary after school for a one-hour activity with various STEM technology.

The program will continue to the end of May. Tom Jalinsky will be leading the learning activities. The program is funded through a grant from the Tracy Family Foundation at no cost to the library district.

**III. INFORMATIONAL ITEMS**

**A. Recognition of Visitors — Mark Clark, Colchester mayor. He wanted to inform the board of that evening's City Council meeting in which various suggestions would be made concerning potentially new facilities for City Hall and the Fire Protection District.**

Discussion also involved the Library.

B. Committee Reports

1. Finance (S. Altenbern) — A new account has been established at Edward Jones located at 321 S Candy Lane in Macomb. Some memorial monies have been consolidated into this account.
2. Building and Grounds (Rigg) — Because of a potential donation, Director Sullivan is exploring a remodeling of the bathroom, focusing primarily on fixing the sink drainage, installing a new sink and cabinet, new flooring, and possibly hot water.
3. Policy (Rigg) — No report
4. Stephen L. Roth Trust Fund (E. Bennett) — No report
5. Special Events (N. Altenbern) — No report
6. Juvenile Programs (Weaver) — Plans are being made for a Bowling Day, possibly on Feb. 16, which is President's Day. Funds will be used from the Tootie Sullivan memorial to take area children to Diggers College City Bowl in Macomb for an afternoon of bowling.
7. Fundraising (A. Bennett) — The board discussed a Valentine's Day chocolate event. However, it is likely too late to prepare and promote. An Easter event might be feasible.
8. Bylaws (Rigg) — An updated copy of the Revised Bylaws was handed out.

C. President's Report — No report

D. Library Director's Report

1. Statistics — Sullivan presented monthly statistics
2. Grants
  - a. The Tracy grant for \$10,000 was received. \$5,000 will be used for the Move & Groove story hour activity, and \$5,000 will be used for STEM.
  - b. The Per Capita grant application has being submitted for 2026.
3. Information
  - a. Story Hour will resume the week of January 26. Elaine Hanks has been given medical leave up to the end of January. Leigh Grotts will be conducting Story Hour. She is a former art teacher.
  - b. As mentioned above, the STEM activity will begin the week of January 14.
  - c. The "Wrap It Up" (demonstrations of gift wrapping techniques) did not happen.
  - d. As mentioned above, revised Bylaws have been distributed.
  - e. Concerning the Dolly Parton upcoming one-year anniversary, a letter will be distributed to all partners that the program is still continuing.

E. Closed/Executive Session

F. Items for Next Agenda

G. Announcements and Communications

H. Adjournment

E. Bennett/C. Rigg moved adjournment at 5:50 p.m. Motion carried.

Submitted

Craig Rigg