

## Eureka Public Library Board of Trustees Regular Meeting

**Date: March 23, 2026**

The Regular Meeting was called to order by President Don Whitman at 6:30 pm

### **Members present:**

Don Whitman  
Tim Martin  
Robin Robinson  
Jane Burke  
Lisa Reinmann  
Robin Robinson  
Sandi Sylvester  
Marj Crowe

### **Members Absent:**

### **Staff Present:**

Cindy O'Neill  
Angela Roberts

**Approval of items on the Consent Agenda:** Trustee Martin moved and Trustee Burke seconded that the minutes of February 23, 2026, be approved. This passed.

### **Financial Report and Approval of:**

Trustee Martin moved that the February 2026 Treasurer Reports be approved. Trustee Burke seconded the motion. The motion passed.

### **Committee Reports:**

#### **Finance:**

- Treasurer Reinmann reported that at 67% of the budget year we have spent \$424,157.57 or 54.7% of the annual budget.
- The Special Reserve CD at Eureka Community Bank was closed out on February 25th and transferred to Goodfield State Bank. The amount was \$338,762.45. Interest is 3.65%.
- Per a previous Board action, around May 29th the old Walnut Grove CD at Goodfield will be closed out and moved to the Gifts account at Eureka Community Bank. By the end of June, the old Browning CD will also be closed out and moved to the Gifts account at Eureka Community Bank. It does not mature until 7/27/26, but Cindy and Lisa would rather have it done before the end of the fiscal year, so the fiscal records are cleaner for the audit. Early close fee should not be too much.

#### **Building:**

- Parking Update:
  - The city announced this past week in the Hometown Voice that the parking lots across from the Post Office will be reconstructed. That will add another worry about summer programming and limited parking. Erik Hasselbacher from city stopped by Thursday. He told Cindy that they have not put the parking lot work out for bid yet. He does not expect it to be worked on until July/early August - so that will miss most

of Summer Reading. Erik also said the second (currently gravel) lot will have an exit/entrance onto Callendar and there will be a few additional spaces added where the grassy area is.

- Erik also mentioned that the Main Street work in front of here will likely start around June 1st. He's hoping the complete project will be done by August 1.
- Cindy reached out to Bob Bardwell for permission for staff to park in the CUSD lot and in front of the high school during the summer while the work is underway. He said yes. Erik also suggested parking in the two Davenport lots - which will work if the Main Street project is done by then. We do have the Eureka Lake pavilion reserved for the Kick-Off party and for Story Times as a back-up option. All the very big programs will be at EMS. We will not be having any food trucks this summer.
- Post Office:
  - 360 Electric completed their work at the Post Office. The cost was \$1,649.31 for labor. Paid out of Building Maintenance.
  - All Trades completed the copper pipe leak project. That cost was \$1,745 paid out of Special Reserve.
  - All Trades submitted a proposal to replace the composite tile floors in both the men and women's bathrooms. Their estimate was \$4,320. Director O'Neill is still trying to secure bids for the tile portion of the project.
- Library:
  - Scutum (formerly Thompson Electronics) replaced the batteries and a sensor for the fire alarm system. Cost was \$671.37. Will be paid out of Liability funds. They also sent us their annual billings for fire alarm monitoring and the annual inspection (\$685 total). These will also come out of Liability.
  - Cindy contracted with RAB Electric to reinstate annual generator (for the server) inspections. It was last done in January 2023. It is \$195/year and will be paid through Liability.
  - Cindy's husband replaced the breakroom and staff bathroom lights with LED. There had been an issue with a buzzing ballast. He was reimbursed for materials out of Building Maintenance (\$165.24).
  - The committee will schedule a Spring walkthrough.

#### **Children's Library:**

- Angela reported Reading Buddies will finish this month. They had over 50 children participating each week. This spring they created a four-week program instead of six weeks and it worked well. The children love Reading Buddies and suggested we have it for eight weeks instead of four.
- In April, in addition to the weekly programs, they have multiple community events with Eureka High School, Kiwanis, Apostolic Christian Home, and the Davenport PTO.
- Baby time is offered every Friday and this program has consistently grown over the months. This is supported by a grant. The librarians are excited that the children's library is a regular hang out for families. They work together as a team to serve the community and focus on everyone having a positive experience at the Library.

#### **Adult Programing:**

- Gennifer reported the following highlights in adult programing.

- Libby Reads *Global* (March 26 - April 9)- all patrons globally may read *Meet the Neighbors* by Brandon Keim read the eBook or audiobook on Libby for free with no holds.
- Citizen Science Month (April).
- Book BINGO (April 2). Moved to 1<sup>st</sup> Thursday this month.
- Wits Fitness (April 8) with Sara Attig.
- ILP (April 16). This month's program is Cristina Henriquez: Voice, Culture, & Human Connection. On Zoom only, so online registration is required.
- National Library Week (April 19 - 25). The theme for 2026 is Find Your Joy, and the honorary chair is the amazing Mychal Threats! April 23 is Take Action for Libraries Day. Library staff will be having a fun spirit week with different dress-up days (themes TBD).
- Master Gardener Plant Clinic (April 20). The first Plant Clinic of 2026! They'll be here on the 3rd Monday from 4:30 - 6:00 PM in the Outdoor Pavilion (weather permitting!) April - September.
- AARP Smart Driver (April 22 & 23).
- Libby Reads *US* (April 23 - May 7). The US title is *Familia* by Lauren E. Rico. Same details as the global title.
- Crafts to GO! (April 25).
- Duo Puzzle Challenge (April 30). Teams of 2 will compete to complete a 500 piece puzzle the fastest. Registration will open before the end of March

#### **Director's Report:**

- Director O'Neill showed us the new website. Work on the website will continue.
- Reviewing the February statistics: we had 25 new patrons. Overall physical circulation was 12,131 and digital was 8,128.
- She updated us on the Strategic Plan. Staff met on Wednesday, March 4th and the Board met on March 11<sup>th</sup>. We had good discussion about the community responses in the survey as well as staff suggestions. There were a couple of questions she could not answer at the meeting: Fire Code Numbers: Cindy did some searching but did not find set numbers in the library files. It was suggested that we consult the fire department for guidance. Also, our current collection size is 48,231.
- The Internal Strategic Plan Committee meeting will be on Wednesday, April 8 at 2:30 pm. That will be a joint meeting between select staff and board. Jane, Tim, and Don are on that committee. For staff, it will be Cindy, Angela, Connie, and Gennifer. She will be working on draft initiatives and goals for discussion at the April 8 meeting.
- The ILA Conference will be in Peoria again this fall. October 6 – 8.
- There is a new security technology grant being offered through the Secretary of State. It's due in mid-April. Cindy is going to request funding for three additional security cameras to capture the children's program area, more of the adult fiction stacks, and the magazine area. Also considering including a panic alarm system. Several times the staff have discussed whether we could install a panic alarm that communicates between the two floors as well as the police station. She will talk to Mike Zimmerman and Kim Jones to see what the options are.
- There will be a Friends meeting on April 8th at 11 am. Upcoming events the Friends will be helping with: Quarter Auction on Tuesday, April 21 at Barn III. Donations are needed by April 18. We will need volunteers for registration table and All-In Virtual

paddles. Laura Siscoe will lead the registration table. Youth volunteers are needed for quarter collectors. April 19 through 25 is also National Library week. May 14 – 16: Spring Book Sale (Friends will sell t-shirts.) Set ups will be similar to the Fall sale and will be mainly indoors. May 26: Summer Reading Kick-Off Party (Friends sell t-shirts; ice cream/root beer floats)

**Old Business:**


**New Business:**

- Because we need more bids for the Post Office tile floor, Trustee Reinmann moved that the discussion be tabled. Trustee Martin seconded. The motion passed.
- **The Illinois Public Library Standards: Buildings and Grounds** was reviewed by the Board. Areas suggested for the Board's attention included a review of the security lights outside with an eye to making them both secure and environmentally friendly; updating inventory of things that need maintaining; updating maintenance manuals and making them accessible and setting goals for capital improvements.

**Announcements**

**Public Comments**

**Adjournment:** Trustee Sylvester moved to adjourn, and Trustee Robinson seconded. After a vote the meeting was adjourned at 7:07 pm.

  
President

  
Secretary