

Eureka Public Library Board of Trustees Regular Meeting

Date: January 26, 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

Marj Crowe

Members Absent:

Sandi Sylvester

Staff Present:

Cindy O'Neill (via Zoom)

Angela Roberts

Approval of items on the Consent Agenda: Trustee Martin moved and Trustee Robinson seconded that the minutes of November 24, 2025, be approved as revised. This passed.

Financial Report and Approval of:

Trustee Martin moved that the November 2025 and December 2025 Treasurer Reports be approved. Trustee Reinmann seconded the motion. The motion passed.

Committee Reports:

Finance:

Treasurer Reinmann presented the financial reports for both November 2025 and December 2025. The November report showed we had spent \$282,931.15 or 37% of the budget. The December report showed that we overall expenditures to date of \$324.628.91 or 42% of budget.

Personnel:

Trustee Burke asked all Trustees to complete their Director Evaluations by the following Monday. It was decided that trustees could opt to fill out their evaluations via email and return to Jane. They continue to have the option to turn in their evaluations to the Library Desk. The personnel committee will meet in February to consider revisions to Bylaws Article V, Section 1, 3rd paragraph. These will be presented to the Board at the February meeting.

Building:

Post Office: 360 Electric completed an inspection of their systems. There was an issue with a radiator at the front of the building with no hot water running through it. It was discovered a zone valve was inoperable and needs replacement. No update on the progress on that.

Library: There is an increase lately in the smell issue. (Perhaps from being closed over the long holiday weekends?) Cindy and Angela will continue to work on the issue.

The elevator inspection took place on January 15th; all is good. Fire alarm inspection is scheduled for February 20th. The Rt 117 project is on target to start after school lets out. The latest is that 117 in front

of the library and church may be closed for 2 - 5 days. All traffic will be rerouted. The Library will not lose the parking spaces.

Library Programs

Children's Library:

Angela reported on a very busy Children/Teen program. She reported on the personalized book delivery program serving the schools. The Math Club program started back up in January and is so popular that it has a long waiting list. She will look at offering more times. A new grant will be used for art classes for Middle Schoolers. She is working on providing more "screen-free" resources for families. Reading Buddies will run again in March.

Adult Programing.

A very packed calendar was distributed. Activities include an adult reading challenge and Wits Workout.

Director's Report:

- We had a super response to our community survey. 182 were completed – which is about 2.8 percent of our service population. The goal was 1% response – so we did great! The breakdown is: 90 from Hometown Voice; 72 from in-house; 1 from town bulletin boards; and 19 online. As there were a lot of short answers, it's going to take longer to compile the results. A report will be given to you prior to the March special meeting. The next step in data gathering is hosting community focus groups. Meetings will be held February 9th at 6:30 pm, February 10 at 2 pm, and February 14 at 10 am. Twenty-six respondents indicated a willingness to be a part of the group discussions; invites went out to them last week. We are also opening the meetings up to the public. For staff to discuss the survey results, we would like to close from 8:30 to 1 pm on Wednesday, March 4th. After a discussion the Board agreed to meet on March 11, 2-5pm to discuss the strategic plan.
- Work continues with WebLinx to get logos and colors selected before they do the web design.
- Good news – the Eureka Business Association is not dissolving. Cindy gave us a list of those who have stepped up to continue this valuable community organization to which we belong. She will continue to help with the gift checks program and the library will continue to be a member and support the organization.
- The staff training on December 17th was successful. All staff members were present. They are all certified in Mental Health First Aid. This is good for 3 years. Joanie Montoya of Carle presented the training. Amy Dewald of the Health Department was present for the full day to train them on Narcan administration. She also gave them ample supplies of Narcan to have on hand. In terms of training, the CPR/AED training will need to be renewed later this year (it's good for two years).
- Additional highlights of the last two months have been completing the annual library certification, distributing 1095B tax statements, getting the new insurance deductions to payroll, submitting our 2026 Per Capita application, hosting the Tri-County Directors meeting here on January 9th, and learning Ingram's book ordering system.
- Regarding Ingram – in November and December they became overwhelmed with new clients (including us). Director O'Neill explained what she has done to work around the backlog.
- She reminded us that the Friends Quarter Auction is set for Tuesday, April 21 at the Barn. We will be in need many donations.
- In December, Connie reached a major milestone – 10 years of employment at Eureka. They celebrated her anniversary at a staff meeting by sharing all the wonderful things she contributes to the library. Per 2010 policy, she was given a bonus of \$50 (\$5 per year of service).

Old Business:

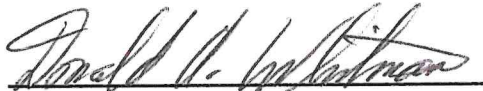
New Business:

- After a discussion Trustee Robinson moved to approve the closure of library on March 4 from 8:30 to 1 pm for the staff to review the survey results. Trustee Martin seconded. The motion passed.
- The annual Economic Interest Statement forms were distributed and signed by each Trustee.
- The Board reviewed the Donations Policy.
- Trustee Reimann volunteered to take annual Open Meetings Act training.
- The Board recognized that there were no closed meetings held between July – December 2025.
- The Board reviewed previous closed meeting minutes. The Board determined that no action was necessary.
- The Board reviewed the Illinois Public Library Standards: Introduction & Access
- The Board watched “Sexual Harassment Training for Employers” video.

Announcements

Public Comments

Adjournment: Trustee Burke moved to adjourn, and Trustee Martin seconded. After a vote the meeting was adjourned at 7:39 pm.



President



Secretary