

**Kirkland Public Library
Board of Trustees Meeting
September 15, 2025**

Board present: Jean Bauer, Clare Hay, Sally Jones, Marian Termini, Lori Finkle, Becky Lamont, Colleen Kreinbrink

Board absent: Nobody absent

Others present: Christopher So, Tina Weaver

Call to Order: The meeting was called to order at 6:01 pm by board president Bauer.

Approval of Minutes: The minutes of the August were not presented. They were completed and sent by email to Mary Holtrop, but were not dispersed to board members.

Financial Report: Tina Weaver went through the itemized pages of the report. She indicated that the \$375.00 deposit that we discussed in previous meeting was attributed to ticket reimbursement from Friends of the Library for tea party (\$5 per ticket). The balance on August 31, 2025 is \$107,454.85. The statement from the bank is "off" by \$1.00, due to bank error, but we aren't worried about it right now. Access to Cetera account was discussed. Tina does not have access. Sally and Jean do. Joanne Fruit never asked to be reimbursed from tea party and probably won't. Sally motioned to approve financial report and Clare seconded. All approved.

Director's Report: For August, 2025.

- Had 125 patrons, 206 items checked out, and 49 requests through Sierra.
- Eleven attended children's story time on Thursday mornings in August. Ten adults attended regular book club discussion and 8 for cookbook club.
- Three new library cards issued.

Colleen motioned to approve director's report and Marian seconded. All approved.

Old Business:

- a. Village agreement update and building repairs-- We still don't have an agreement Sally heard Ryan Block mention possibly charging the library a rental fee. Lori filled Colleen in with some history of what has transpired with the building over the past few years and why we are in discussion about having an official agreement. It was mentioned that the village has a new attorney. The village budget for the library for a year is \$1,000. We agree they should increase that.
- b. Building repairs-- Sally distributed a list of items/issues that have affected the library financially and who paid for the services at that time. The list goes from 1996 to 2015. Village got a bill for AC repairs for \$4,400 and the estimate to redo the electrical is around \$10,000.

New Business:

- a. Adopt tax levy-- Tina feels we should adopt levy of \$74,130.00 for 2025 taxes which we will receive in 2026. Some of this money goes to Social Security, IMRF and the library uses some to pay bills. Clare made a motion to adopt levy as written. Colleen seconded. All approved. Tina instructed Chris on how to present to village.
- b. Pay rates for staff-- Mary Holtrop reminded Chris that her own pay is supposed to be reduced now that she is no longer the director, and Linda Fett's will stay the same though she is retired and will work infrequently. Marian showed a record that indicated the wages that were requested in December of 2024. We decided to revisit this discussion for next month.

- c. New library layout-- Chris presented a new library floor plan to allow for a maker's space and employee break area. Some options and suggestions were shared. Chris would like to purchase a Cricut cutter, a sewing machine and maybe an embroidery machine in the future. It was suggested Chris apply for a DCCF grant.

Adjournment: At about 7:07 p.m., Marian motioned to adjourn the meeting, Colleen seconded. All were in favor. Meeting adjourned.

Submitted by,

Marian Termini
Secretary