

Kirkland Public Library
Board of Trustees
August 17, 2026

Board present: Clare Hay, Marian Termini, Colleen Olson, Sally Jones, Jean Bauer, Lori Finkle

Board absent: Becky Lamont

Others present: Rosi Reints, Tina Weaver

Call to Order: The meeting was called to order at 6:02 pm by Jean Bauer.

Approval of Minutes: The minutes from the July meeting were reviewed. Clare moved to approve and Colleen seconded. All were in favor.

Finance Report: Workman's Comp amount will likely be adjusted as it is based on payroll amount. Review of CDs, June and July revenue details, and expense details. The bank balance as of July 31 was \$104,491.19. We are 25 percent through our fiscal year. Tina gave us an amount of \$445, after separating tax money, that can be allotted for donations. We have already spent \$300 of it. Sally motioned to approve finance report and Marian seconded. All were in favor.

Director's Report: For July

*144 confirmed patrons visited the library *236 circulations through Destiny *50 books checked out through Sierra *6 attended children's story time *9 attended regular book club *3 new library cards *11 participated in summer reading program. Refrigerator was donated by Jan. Rosi learned a lot at Director's University and will share at a future meeting. She plans to update our policies related to employees (as part of an employee handbook) and patrons. If we don't have policies, we cannot enforce policies. She also plans to make sure we have access to the minutes and agenda prior to the meeting. She made board aware of board/trustee training we can take which might help define parameters of director in relation to parameters of board. She learned she was including unnecessary information on FOIA reports so future FOIA reports will be less time consuming. Rosi is updating our barcode system from two barcodes to one which will simplify things and make more efficient. Rosi presented a copy of the State Constitution which indicates it may be illegal to donate to the Historical Society. See Article 8 "public funds shall be used only for public purposes". Rose was advised to talk to a lawyer who knows library law about whether our donation is illegal or acceptable as "advertising" even if we are not using public funds. Does this include Mary Stevens Grant? It is okay for us to have a "reserve" fund. We have been going into our reserve consistently for the last three years. Payroll took up much of that money with minimum wage increase and raises that were more robust than they used to be. Rosi would like to be more involved in the budget and should be able to define our needs for next year. Marian commented that we could have more patrons participating in summer reading program. Rosi wants to do more to promote programs such as investing in signs to put outside. Facebook page is still new since old one had to be deleted. Colleen moved to approve July director's report. Clare seconded and all approved.

Public Comments: Tina asked about program scheduled Sept 4 at the school sponsored by Friends of Library.

Old Business:

- a. Intergovernmental Agreement – Jean asked lawyer Becker to look at the new version of the document presented by Village. He had comments about the "quick sale" and survey. He was planning to talk to lawyer for Village, but some time had gone by before Jean talked to him again and he seem hazy on their previous conversation, but did agree that a survey should be done. Who pays for survey? Jean called somebody in Belvidere to try to get estimate, but was unable to relay the coordinates to be surveyed. She will try again with Rosi's help. We also discussed getting a

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lawyer who is more familiar with library operations. Rosi will look through Rails or other small libraries.

New Business:

- a. Any other business—None
- b. Historical Society items—We looked at all the items and determined the HS is not likely interested because there is no provenance related to items. Somebody is coming to dispose of display cabinet.

Executive Session: Colleen made a motion to go to closed session and Marian seconded. All agreed. Tina and Rosi made their exit and we started at 7:03 pm.

- a. Personnel Discussion—We discussed giving Rosi a raise in pay since we started her on the low side. She has had to deal with a lot of silliness and has completed Director's University. Marian proposed to raise Rosi's pay. Clare agreed it might be time. Colleen mentioned Rosi talks to patrons and community members about why they have not been coming into library and hopes to make changes based on that.
- b. Director's University Compensation—Discussion about paying Rosi for attending and reimbursing for hotel and travel mileage and any meals not included.
- c. Additional comments—Sally brought up supervised visits that are happening at the library. This might be one of the subjects for which Rosi wants to have a policy written. The same for having one patron coming regularly and taking up too much of librarian's time. Considering the back room for supervised visits.

Exit Executive Session:

Clare made a motion to leave Executive session and Colleen seconded. All were in favor.

Marian made motion to raise Rosi's wage by \$2.00 per hour, effective August 22, and to reimburse for the hotel, meals (with receipt), and mileage for Director's Univ., and to pay her for 8 hours each day she attended. Colleen seconded and all were in favor.

Adjournment: At 7:15, Colleen made a motion to adjourn the meeting and Sally seconded. All were in favor and meeting adjourned. Next meeting is third Monday in September.



Marian Termini, Secretary