Kirkland Public Library
Board of Trustees
September 21, 2026

Board present: Clare Hay, Marian Termini, Sally Jones, Jean Bauer, Lori Finkle
Board absent: Becky Lamont, Colleen Olson
Others present: Rosi Reints, Tina Weaver
Call to Order: The meeting was called to order at 6:00 pm by Jean Bauer.

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

Finance Report: Tina presented a review of the finances for August. Another tax payment came in. We received Per Capita grant for more than budgeted. End of month balance is $101,103.33. It was determined a W-9 form needs to be filled out so we can accept credit card payments from patrons and businesses. Once we sign up and fill form, we will be given a machine. Any fees will be passed on to patrons. Some discussion about Elan credit card still in use for ordering periodicals. Clare moved to approve the August finance report and Marian seconded. All were in favor.

Director's Report: For August
*166 library visits *230 Destiny circulations *59 Sierra circulations *7 at children's story time *7 at adult book club *4 new library cards *11 participated in summer reading program.
The children's section has been moved to a back room and toys added. The library is being used for supervised visits. Certified letter sent to Linda asking to cancel Elan card was not successful. Rosi suggested just sending a letter through regular post. The card will expire eventually. We asked Rosi to cancel magazine subscriptions or change form of payment. Rosi applied to DeKalb Community Foundation for a technology grant to replace four computers. It may be denied because of a clause about "not to replace existing technology equipment". There is another grant she will try for if this one is "no." There's also a tech grant through Illinois State Library System. Rosi has learned that it's a bad idea to use personal email addresses for library business because our personal email can be subject to a FOIA request, as well any text messages. Rosi suggests we get a separate email address and use that instead, gmail or another free platform. And we need to send all emails to Kirklandlib@hotmail.com or Kirklandpubliclibrary5@gmail.com.
She has made progress with Air Cell. They offered a $60 discount if you sign up for one year. Rosi spoke of wanting to plan the budget and trying to not dip into "reserves". It's okay to have a reserve. Revenue should exceed expenses typically. The CDs are our reserves. Utilities are dependent on what is set up with the municipality whether the village owns the building or not. We are under the municipality so they may still have to pay utilities for library. Still not able to get a look at contracts village has with utility companies. Rosi reminded that Open Meetings Act training has to be done every year by Rosi and somebody on the board who is the "Open meetings officer". We volunteered Colleen. Otherwise, it's once per term (6 years). Nobody motioned to approve the director's report and nobody seconded or approved.

Public Comments: Tina said program with Dan the Animal Man at high school was well done.

Old Business:

a. Intergovernmental Agreement – Jean received email from lawyer Becker which stated his comments to Attorney Walters for the village. Becker indicated four points he would like to see changed to the "Agreement". 1. The village shall represent that the property has no code violations at this time. 2. The village shall provide any information that it may have concerning any

environmental inspections or issues pertaining to the property if any. 3. The village shall provide a title insurance policy to the library to confirm that the library receives a clear, unencumbered property. 4. The village shall provide a warranty deed at closing. These points were presented to attorney Walters August 25 and September 18. A short reply came from Walters acknowledging receipt and a plan to present to village. Jean asked if we should have electrical looked at again by certified electrician. It was something of note in the inspection. There was some talk about having survey done, but we don't want to incur the expense. Lori added a comment about property line and shared wall.

New Business:

a. Tax levy—Tina reviewed the tax levy amount and suggested we vote to adopt said amount this evening. Marian made a motion to adopt the next tax levy of $75,507, payable in 2027 (?) and Sally seconded. Motion passed. Rosi will get it to village by end of September.
b. Any other business—Rosi is researching having a credit card machine to receive payments. We will talk more about it at next meeting. Some discussion about how the carpet cleaning went and if we have more carpet squares in storage. Sally said a pipe dripped on many of the squares in the basement.

Executive Session: No

Adjournment: At 7:23, Clare made a motion to adjourn the meeting and Sally seconded. All were in favor and meeting adjourned. Next meeting is third Monday in October.

Marian Termini, Secretary