

**Yorkville Public Library**  
**Board of Trustees Meeting**  
**Monday, June 9, 2025 7:00pm**  
**Michelle Pfister Meeting Room**  
**902 Game Farm Road, Yorkville, IL**

The Board of Trustees meeting was called to order at 7:00pm by President Theron Garcia, roll was called and a quorum was established.

**Roll Call:**

Tara Schumacher-yes, Jason Hedman-yes, Keri Pesola-yes, Jackie Milschewski-yes, Wendy Gatz-yes, Ryan Forristall-yes, Theron Garcia-yes, Sharon Mix-yes, Valerie Burd-yes

**Staff Present:**

Library Director Shelley Augustine

**Others Present:**

Friends of Library President Kathi Bell

**Recognition of Visitors:**

President Garcia recognized staff and guests.

**Amendments to the Agenda:** None

**Presentations:** None

**Approval of Minutes:** May 12, 2025

Moved by Ms. Garcia and seconded by Ms. Milschewski to approve the minutes as presented. Roll call: Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes, Mix-yes, Burd-yes, Schumacher-yes. Carried 9-0.

**Correspondence:** None

**Public Comment:** None

**Friends of the Library Report:**

President Kathi Bell said Eagle Scout candidate Sean Humpage presented his Eagle Scout project idea of a food pantry at the library. The Friends approved and one person will assist for a month at a time and will restock on a weekly basis. She also said the Treasurer's report reflected \$29,820 and some of that is encumbered funds for certain programs. The Friends are still looking at fundraising efforts. Also, on June 20<sup>th</sup>, 20% of Panera Bread proceeds will be given to the Friends. Other opportunities such as Panera will be investigated as well. The Friends group will participate in the July 4<sup>th</sup> parade and distribute necklaces.

**Staff Comment:** None

### **Report of the Treasurer:**

#### **Financial Statement**

Ms. Milschewski said the report covers the end of FY 25 and beginning of FY 26.

#### **Approve Payment of Bills**

Treasurer Milschewski moved to pay the bills as follows and President Garcia seconded.

Accounts Payable:	\$30,798.49
Payroll:	\$41,369.68
Total:	\$72,168.17

Roll call: Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes, Mix-yes, Burd-yes, Schumacher-yes, Hedman-yes, Pesola-yes. Carried 9-0.

### **Report of the Library Director:**

1. Ms. Augustine reported on the summer reading program and other upcoming programs
2. Bids are being accepted for the LED lighting project with proposals due June 30 at 10am.
3. All Managers have completed staff evaluations and will have theirs done also.
4. Two staff members resigned their positions with other staff members filling those hours.
5. Director signed an IGA with PrairieCat for a new mobile app to be rolled out in October.
6. Ms. Augustine created an annual report.

### **City Council Liaison:**

Ms. Augustine said there is no current City Council liaison on the Library Board, but someone will be assigned.

### **Standing Committees:**

#### **Personnel Committee**

The Personnel Committee met tonight just prior to the regular Board meeting to discuss the Director's annual performance evaluation. The Committee will update the Board next month.

### **Unfinished Business:**

#### **Library Meeting Room Usage Under Kendall County's Continuing Operations Plan**

Last month the Board discussed a request from a Kendall County judge to allow some court proceedings to meet in the meeting room, in the case of an emergency or extraordinary circumstances. President Garcia reached out to the judge with a list of questions. Due to the number of concerns and potential disruption of library activities, the county will seek other locations.

### **New Business:**

#### **Board of Trustees Officers Nominations**

Ms. Garcia said a new process will be used and it is included in the bylaws. She opened the nominations for all Board positions and the following nominations were made:

President: Theron Garcia	Nominated by Ms. Milschewski
Vice President: Keri Pesola	Nominated by Ms. Garcia
Secretary: Jason Hedman	Nominated by Ms. Garcia
Treasurer: Jackie Milschewski	Nominated by Ms. Garcia

All candidates accepted their nominations and the nominations were closed with no discussion. Elections will be held at the July Board meeting with a roll call vote.

#### **FY26 Staff Wage Increases**

Ms. Augustine referred to a memo on page 37 in the packet. It affirmed that the Board approved the budget in April which included a 5% COLA increase for eligible staff. The justification includes improving morale, support retention, equity, recognizes hard work, etc. The increase will be retroactive to May 1.

### **Discussion/Approval of Purchase of Meeting Room Chairs**

Director Augustine said the chairs in the meeting room get moved 2-3 times per day and they would like something more lightweight and easier to store. Ms. Mix reported that she and Friend of the Library Sue Smithmeyer researched 7 separate vendors, 20 chairs and a movable cart. A spreadsheet was created which included the comprehensive list of features they felt were important. Ms. Mix listed those for the Board. They narrowed the choices to 2 vendors—The Library Store and KI. They visited the Geneva Library to look at chairs they had from KI. The chairs from KI were recommended. Ms. Augustine got a quote from KI and found that a tariff will be charged. She spoke with the Friends group and informed them \$54,000 from the Gifts & Memorials account could be used toward the purchase. She felt those funds could be used in addition to any funds the Friends might allocate. Ms. Bell said the Friends will revisit this information and determine the amount which she suggested could be \$8,000 to \$12,000. The cost is \$178 per chair or \$20,918.86 total including 3 carts and the company will assemble the chairs. Ms. Augustine will look into the removal of the old chairs. The cost of a chair from the Library Store is \$141 but did not include some of the other costs of KI. Mr. Hedman asked if there were color options—no colors were selected at this time. He also asked if KI was the distributor or if the chairs are from the manufacturer direct, suggesting there could be other importers and other prices. He also said the warranty might list the actual manufacturer. This matter will be discussed again at the next Board meeting.

### **Discussion of On-Site Opioid Medication and Trained Staff**

Director Augustine said the Library Attorney sent a memo regarding proposed legislation which would require public libraries to maintain an opioid medication/antagonist. It would also require libraries to have a staff member trained to recognize the need and administer the medication. Right now, this proposed bill does not mention library districts. The library attorney will be in touch with more information. Ms. Augustine contacted the health department to inquire about training and availability of Narcan. She also took this information to a city staff meeting and Chief of Police Jim Jensen has volunteered to do the training and provide Narcan. Ms. Augustine will create a policy and she reiterated that this is a proposal right now. It was noted that the library also has an AED machine.

**Executive Session:** None

### **Adjournment:**

There was no further business and the meeting was adjourned at 7:33pm on a motion by Ms. Garcia and second by Ms. Milschewski and Ms. Schumacher, simultaneously. Approved on a unanimous voice vote.

Minutes respectfully submitted by  
Marlys Young, Minute Taker