

BREESE LIBRARY BOARD MINUTES

Secretary's Report - 09/09/25

The meeting was called to order at 8:00 p.m. by President Angie Becker.

Trustees present: Angie Becker, Jamie Fields, Gwen Fischer, Bonnie Holzinger, Judy Kampwerth, Allison Netemeyer, Angela Richter, Cyndi Riley and Brandon Richter.

Trustees absent: None

Also attending: Library Director Jenna Astroth

Secretary's Report: A quorum was established. Bonnie Holzinger made a motion to accept the Secretary's Report and it was seconded by Cyndi Riley. The motion was approved with all ayes.

Treasurer's Report: Jamie Fields made a motion to accept the Treasurer's Report and it was seconded by Allison Niemeyer. The motion was approved on a roll call vote.

A. Paid Time Off (PTO) for Part-Time Employees

- There was a discussion regarding PTO and when it should be used. After the discussion Angie Becker made a motion stating that if a part-time employee is sick, takes vacation, or has an unexcused absence (notifies library director less than 24 hours before their shift), then PTO hours must be used. Cyndi Riley seconded the motion and it was approved on a roll call vote.

Librarian's Report:

A. Library Events Report

- Harvey the Dog Storytime Event on August 19th - 31 attended
- Library Card Sign-Up Month Ice Cream Social on September 2nd - 114 attended and 6 non-resident library cards were purchased
- Storytime - 1st session on September 8th - 9 adults & 13 children attended
- U of I Hoppy Friends Event on September 8th - 8 adults & 10 children attended

B. Board Member Required Trainings

- Jenna informed the Board members of the following required trainings:
 - Open Meetings Act (OMA)
 - Freedom of Information Act (FOIA)
 - Sexual Harassment

C. Staff Narcan Training - Monday, October 6th - 9:00 a.m. to 10:00 a.m.

- Training will be provided by the Take Action Coalition of Clinton County (TAC).
- This is a requirement of Illinois HB1910:
 - On August 1, 2025, Governor J.B. Pritzker signed House Bill 1910 ("Public Act 104-0056") into law. Effective January 1, 2026, libraries open to the public must maintain an accessible supply of opioid antagonists and take reasonable steps to have authorized personnel present during operating hours trained in administering an opioid antagonist.

- D. Property Tax Distribution check arrived - \$108,406.05
- E. Per Capita Grant check arrived - \$6,845.48
- F. Upcoming Programs
 - Breese Lions Club to host Halloween Storytime Event
 - October 18th from 10:00 a.m. to 11:00 a.m.
 - Old Time Magic Show Event
 - November 8th from 11:00 a.m. to 12:00 p.m.
 - Read to a Dog! Maui the Therapy Dog
 - November 15th from 11:00 a.m. to 12:00 p.m.
 - Family Reading Night - Pajama Party Theme
 - November 20th from 6:00 p.m. to 8:00 p.m.
 - Breese Junior Women's Club (BJWC) Christmas Storytime
 - November 29th
- G. Library Crawl
 - Scheduled for October 1st to 31st

Unfinished Business:

- A. Memorial Benches
 - The board reviewed several options of outdoor benches to purchase in memory of Jim Sprengel and Yvonne Ratermann using donations that were submitted in their memory. After a short discussion, Cyndi Riley made a motion to purchase two plaza benches from U-line. Angie Becker seconded the motion. The motion was approved on a roll call vote. The board will have an engraved plaque placed on each bench. The benches will be placed on concrete pads on the front lawn of the library.

New Business:

- A. Welcome to new library trustee Brandon Richter
 - Jenna welcomed Brandon Richter as the new Library Trustee who was appointed by Mayor Kevin Timmermann at the September City Council meeting. Brandon is replacing Jean Steinman who resigned at the August library meeting. The board would like to thank Jean for her 15 years of service to the library.
 - Oath of Office - Brandon took the Oath of Office and introductions were made to the board members.

Angie Becker made a motion to adjourn the meeting at 9:40 p.m. and it was seconded by Judy Kampwerth.

The next meeting is scheduled for Tuesday, October 14, 2025 at 8:00 p.m.

Angie Becker, President

Gwen Fischer, Secretary