

**C.E. Brehm Memorial Public Library District  
Board of Trustees  
Minutes—July 8, 2025**

**THE LIBRARY BOARD MEETING WILL BE HELD IN PERSON, WITH BOARD MEMBERS WHO HAVE ONE OF THE FOLLOWING CRITERIA, ATTENDING REMOTELY.**

**To attend electronically, the member attending an in-person meeting must show:**

- 1. Personal illness or disability;**
- 2. Family or other emergency;**
- 3. Employment purposes or business of the Public Body;**
- 4. Unexpected Childcare Obligation**

The meeting was called to order at 7:00 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, Linda Woodrome, Director Esther Curry, and Assistant Director Erin Steinsultz.

**Audience to Visitors:** None.

**Secretary's Report:** The Secretary's Report was previously presented to the board members. As there were no additions or corrections to the minutes, Linda Woodrome made a motion to accept the June 10, 2025 minutes. Bob Metcalf seconded the motion. As there were no amendments, the minutes were approved by unanimous consent.

**Correspondence:** The library received:

- TIF Redevelopment Plan and Project for the Frontage Rd TIF, which should not have a significant impact on the library.
- FY25 Per capita award letter, which the library receives each year. This year's grant is in the amount of \$53,414.18.

**Treasurer's Report:** Treasurer Bob Metcalf gave the following report:

First Community Bank	General Operating Fund	\$ 169,787.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>2,280,507.00</u>
	TOTAL	\$ 2,650,236.00

Linda Woodrome made a motion to accept the Treasurer's Report, pay the June bills, and transfer \$150,000 from savings to checking. Bob Metcalf seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Linda Woodrome voted in favor of the motion. ROLL CALL #1 was approved 6-0.

**Director's Report & Staff Reports:** Esther reported that the new bookkeeper has started training. Erin shared plans for an upcoming program on August 2 to celebrate the library's 120th year in the current building.

**Report of Officers:** **President:** None.

**Treasurer:** None.

**Standing Committees:**

**Finance:** None.

**Personnel:** None.

**Policy:** None.

**Bldg and Grounds:** None.

**Community Relations:** None.

**Special Committees:**

**Concept Design Committee:** None.

**Annex Committee:** None.

**Illinois Heartland Library System:** None.

**Shakespeare Foundation:** Bob Metcalf shared details about investments for the Shakespeare Foundation. Portfolio Analysis reports were distributed to all the board members.

**Unfinished Business:** None.

**New Business: 1. Approval of changes to Authority to Spend policy** - Linda Woodrome made a motion to approve the changes to the Authority to Spend Policy. Hannah Greever seconded the motion. Amanda Crider, Hannah Greever, Holly Johnson, Bob Metcalf, Alyson Morris, and Linda Woodrome voted in favor of the motion. ROLL CALL #2 was approved 6-0.

**2. Review and update contact information for trustees** - Board members should give any updates to Esther.

**3. Review of draft Working Budget** - Board members reviewed a revised draft of the working budget. Vote on the final draft will take place at the August board meeting.

**Closed Session:** None.

**Adjournment:** With approval by unanimous consent, President Crider adjourned the meeting at 7:35 PM.

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