

**C.E. Brehm Memorial Public Library District  
Board of Trustees  
Minutes—August 12, 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, 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 July minutes. Hannah Greever seconded the motion. As there were no amendments, the minutes were approved by unanimous consent.

**Correspondence:** The library received Cindy Irvin's notice of retirement. Her last day in the office will be September 2, 2025.

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

First Community Bank	General Operating Fund	\$ 53,179.00
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>2,280,507.00</u>
	TOTAL	\$ 2,533,628.00

Hannah Greever made a motion to accept the Treasurer's Report and pay the July bills. Linda Woodrome seconded the motion. ROLL CALL #1 was approved 5-0.

**Director's Report & Staff Reports:** Nothing specific was noted from the written reports. President Crider asked about the ILA network event on fundraising. Director Curry shared that unfortunately the event was not particularly helpful for the library's current needs.

**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 a positive update on the fund. He also noted that the Foundation would be willing to take a break from their yearly fund drive, if it would be beneficial for the Library to raise funds for other needs.

**Unfinished Business:** None.

**New Business:** **1. Review of Minutes for signatures for IPLAR-** Linda Woodrome and Holly Johnson reviewed the minutes and confirmed the signatures.

**2. Approval of final draft Working Budget** - Hannah Greever made a motion to approve the final draft of the Working Budget. Linda Woodrome seconded the motion. ROLL CALL #2 was approved 5-0.

**3. Approval of the IPLAR** - Hannah Greever made a motion to approve the Illinois Public Library Annual Report. Holly Johnson seconded the motion. The motion was approved by voice vote.

**4. Review and take action on proposal from Capital Campaign** - Director Curry gave an overview of the information provided by Capital Campaign, which explained how they would develop a donor database and interview potential donors. The board discussed the details of the proposal and tabled the discussion until next month.

**Closed Session:** None.

**Adjournment:** With approval by unanimous consent, President Crider adjourned the meeting at 7:47 PM.

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