

**C.E. Brehm Memorial Public Library District  
Board of Trustees  
Minutes—January 13, 2026**

**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;**
- 5. The performance of active military duty as a service member**

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

**Audience to Visitors:** Nathan McKenna

**Secretary's Report:** The Secretary's Report was previously presented to the board members. As there were no corrections or additions to the December minutes, the secretary's report was approved by unanimous consent.

**Correspondence:** Assistant Director Steinsultz received a thank-you note from a patron expressing appreciation for the Bob Ross painting program. The library also received information from the City regarding the Route 15 TIF expansion.

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

First Community Bank	General Operating Fund	\$ 553,508.20
	Working Cash Fund	199,942.00
	Special Reserve Fund	<u>2,383,858.00</u>
	TOTAL	\$ 3,137,308.20

Bob Metcalf made a motion to accept the Treasurer's Report, pay the December bills, and transfer \$50,000 from savings to checking. Linda Woodrome seconded the motion. ROLL CALL #1 was approved 7-0.

**Director's Report & Staff Reports** - President Crider noted from the report the participation of the homeschool community at the library and their appreciation of library programming as an alternative to local paid classes. Director Curry informed the board about recent media coverage with Assistant Director Steinsultz being interviewed by WSIL for a news piece about patron savings. Several patrons from local assisted living programs were happy to see the coverage. Director Curry also noted recent overall positive community feedback.

**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 that donations from the appeal letter have exceeded \$12,000.

**Unfinished Business: 1. None**

Although there was no unfinished business, Director Curry did inform the board that Martavia from Campaign Counsel will attend the February board meeting remotely. Board members should review the Campaign Counsel report in preparation.

**New Business: 1. Approval of Resolution supporting an extension to The Route 15 TIF** - City Manager Nathan McKenna talked about the Rt 15 TIF expansion and asked the Board to pass a Resolution in support of it. Linda Woodrome made a motion to approve the Resolution supporting an extension to the Route 15 TIF. Bob Metcalf seconded the motion. ROLL CALL #2 was approved 7-0.

**2. Approval of changes to Personal Leaves policy for part-time staff** - Hannah Greever made a motion to approve the changes to Personal Leaves policy for part-time staff. Katie Williams seconded the motion. The motion was approved by voice vote.

**3. Approval of opening an IL Funds account for savings and depositing \$2,500** - Linda Woodrome made a motion to approve opening an IL Funds account for savings and depositing \$2,500. Bob Metcalf seconded the motion. ROLL CALL #3 was approved 7-0.

**4. Information on FOIA best practices for emails** - Director Curry informed board members that while having a library email account is best practice, board members may use a personal email account and create a Library Board folder for board emails.

**5. Review of ILLINET and ILL report** - The board reviewed the ILLINET and ILL annual report for the State library.

**Closed Session:** None.

**Adjournment:** With approval by unanimous consent, President Crider adjourned the meeting at 7:40 PM.

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