C.E. Brehm Memorial Public Library District
Board of Trustees
Minutes—October 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 Budget meeting was called to order at 7:00 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Holly Johnson, Jared Knapp, Bob Metcalf, Alyson Morris, Assistant Director Erin Steinsultz, and Director Esther Curry.
Audience to Visitors: None.
No one from the public was present at the budget meeting. With approval by unanimous consent, President Crider adjourned the budget meeting at 7:15 PM.

The regular board meeting was called to order at 7:15 PM by President Amanda Crider. Those present were President Crider, Hannah Greever, Holly Johnson, Jared Knapp, Bob Metcalf, Alyson Morris, Assistant Director Erin Steinsultz, and Director Esther Curry.
Audience to Visitors: None.
Secretary's Report: The Secretary's Report was previously presented to the board members. As there were no corrections or additions, the September minutes were approved by unanimous consent.
Correspondence: Director Curry informed the board that she had received an email that the second tax disbursement would come at the end of the week. The library also received an email from Bradley publishing concerning a copyright issue.
Treasurer's Report: Treasurer Bob Metcalf gave the following report:

Community First Bank	General Operating Fund	$ 700,772.32
	Working Cash Fund	199,942.00
	Special Reserve Fund	2,383,858.00
	TOTAL	$ 3,284,572.32

Jared Knapp made a motion to accept the Treasurer's Report, pay the September bills, and transfer any excess over $100,000 from the upcoming tax installment from checking to savings. Hannah Greever seconded the motion. ROLL CALL #1 was approved 6-0. *NOTE: Total funds transfered $288,370.63*
Director's Report & Staff Reports - Assistant Director Steinsultz shared that she talked to nearly 1200 people at the Fall Fest and handed out 250 tote bags plus other library promotional materials. **Report of Officers: President:** None.
Treasurer: None.
Standing Committees:
Finance: None.
Personnel: None.
Policy: None.
Bldg and Grounds: None.
Community Relations: None.
Library Expansion Committee: None.
Illinois Heartland Library System: None.

Shakespeare Foundation: Bob Metcalf reported that the fund currently exceeds $1,200,000.

Unfinished Business: 1. Approval of Budget Ordinance & Levy Ordinance - Director Curry made one correction to the Levy ordinance, correcting the year on the last line of the last page. Hannah Greever made a motion to approve Budget Ordinance 2026-03 and Levy Ordinance 2026-04. Bob Metcalf seconded the motion. ROLL CALL #2 was approved 6-0

New Business: 1. Approval of closing on October 26th for staff training - Staff will have training for CPR certification, using AEDs and fire extinguishers, and evacuation policies. President Crider made a motion to approve closing for staff training on October 26th. Holly Johnson seconded the motion. The motion was approved by voice vote.

2. Review Chapters 1-3 of Serving Our Public standards - Director Curry reviewed this with the board and noted that we meet all the guidelines; President Crider noted that the date needs to be updated.

3. Review of new options for expansion - The board reviewed the various options available. Director Curry noted that some small gifts had some in for the expansion, and that Martavia would be finishing up her final round of interviews as the process had slowed down.

4. Select option for updated expansion target - Jared Knapp made a motion to approve Option A for the expansion. Alyson Morris seconded the motion. ROLL CALL #3 was approved 6-0.

5. Approval of Dewberry contract for redesign of expansion - Alyson Morris made a motion to approve the Dewberry contract for redesign of the expansion. Holly Johnson seconded the motion. ROLL CALL #4 was approved 6-0.

Closed Session: None.

Adjournment: With approval by unanimous consent, President Crider adjourned the meeting at 8:01 PM.

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