

HOMER TOWNSHIP PUBLIC LIBRARY
Board of Trustees
Regular Meeting – February 23, 2026

Vice President Dahlstrand called the meeting to order at 7:00pm, followed by the Pledge of Allegiance.

ROLL CALL

Trustees Present

Dr. Phyllis Dahlstrand, Vice President
Kitty Mitchell, Treasurer
Clare Lund, Secretary
Julie Hueckstaedt

Staff Present

Alex Annen, Executive Director
Thomas Webb, Assistant Director
Carol McSweeney, Business Manager
Patti Nakutis, Executive Assistant

Trustees Excused

Dr. Eileen McCaffrey, President
Dr. Rita Woods
Dan Kenney

AUDIENCE TO VISITORS

Vice President Dahlstrand acknowledged Auditor John Williams of Hearne & Associates, and library staff.

PUBLIC COMMENT

No audience present.

Trustee Lund made a motion to amend the agenda to move *NEW BUSINESS C. Approve Audit* to the top of the agenda. Trustee Hueckstaedt seconded. All in favor, motion passed.

NEW BUSINESS

C. Approve Audit

An Audit Report was provided to the board for review. Auditor John Williams gave a brief summary of the Audit Report. John Williams exited the meeting at 7:12pm.

Trustee Lund made a motion to approve the Audit for the fiscal year ending June 30, 2025. Trustee Mitchell seconded. A roll call vote was taken. All in favor, motion passed.

CORRESPONDENCE

Director Annen shared correspondence.

- (3) thank you cards from a staff member and patrons
- A letter from Bookmobile vendor (TechOps Specialty Vehicles) regarding the production schedule. There was a brief discussion regarding the bookmobile.

APPROVAL OF MINUTES

Trustee Mitchell made a motion to accept the REGULAR minutes of the January 26, 2026 Library Board meeting. Trustee Hueckstaedt seconded the motion. All in favor, motion passed.

TREASURER'S REPORT

Bills

Business Manager McSweeney recapped the Current Assets from the Balance Sheet of the Statement of Financial Position dated as of January 31, 2026.

The following reports were available:

- Statement of Financial Position as of January 31, 2026
- Transaction Detail dated January 27 - February 23, 2026
- Deposit Detail dated January 27 - February 23, 2026

Trustee Mitchell made a motion to approve bills dated January 27 – February 23, 2026 as stated. Trustee Lund seconded the motion. A roll call vote was taken. All in favor, motion passed.

Transfer of Funds

Trustee Lund made a motion to transfer \$225,000 to pay February bills and March payroll, IMRF and withholding taxes, as well as utility bills or other time-sensitive bills to prevent late fees. Trustee Hueckstaedt seconded. A roll call vote was taken. All in favor, motion passed.

EXECUTIVE LIBRARIAN'S REPORT

Director Annen gave an overview of her Director's Report which was made available to the Board members. Highlights included:

- Winter Reading statistics and changes to this year's program
- Upcoming Used Book Sale
- Tax forms are available
- Expenditures are at 28.92% of the working budget – there was a short explanation
- BMO Positive Pay update
- Library website and ADA compliance update
- Library of Things policy update
- Upcoming changes to lawn service and landscaping
- Update on IPLAR including the Secretary's Audit and continuing education statistic for Trustees

Other Manager's Reports

Other reports are available in Trustee packets from Circulation, Adult & Teen Services, Youth Services, and the Bookmobile.

UNFINISHED BUSINESS

Vice President Dahlstrand stated that there was no unfinished business to report.

NEW BUSINESS

A. Committee Reports

Finance/Budget

Trustee Mitchell had no new business to report.

Personnel

President McCaffrey was not present to report.

Policy

Trustee Lund had no new business to report.

Legal

Trustee Woods was not present to report.

Ethics

Trustee Kenney was not present to report.

B. Legislation

Director Annen noted updates to OMA and FOIA. Details were provided in her Director's Report.

D. Approve Social Media Policy

Director Annen gave a brief summary of the new Social Media Policy.

Trustee Lund made a motion to approve the Social Media Policy as stated. Trustee Mitchell seconded. All in favor, motion passed.

E. Approve Staff Appreciation Initiative and Related Expenditures

Director Annen gave a brief review of the suggested staff initiative and expenditure. There was a brief discussion.

Trustee Lund made a motion to approve the staff appreciation initiative and expenditures. Trustee Hueckstaedt seconded. A roll call vote was taken. All in favor, motion passed.

F. Action: March 17, 2026 General Primary Election and Library Hours

Director Annen advised not closing for this election. The board was in favor of staying open during the Primary Election.

G. Other

Director Annen provided an update on patron correspondence.

ADJOURN

Trustee Mitchell made a motion to adjourn at 7:47pm. Trustee Lund seconded. All in favor, motion passed.

Respectfully submitted,

Patti Nakutis

Executive Assistant