

Barclay Public Library District
Board of Trustees Meeting Minutes
220 S. Main Street Warrensburg, IL
Monday, June 16, 2025 – 7:00 p.m.

Meeting called to order at 7:00 p.m. by Jean Munson, President.

Roll Call: Jean Munson, Katherine Brodbeck, Evelyn Deverell, Karen Edgecombe, Katie Leonard and Lacey Wright, Director with Gary Horvath and Laura Philips absent

Remarks from the Public: None

Bills: The Grant Account has over \$6,000 in it. Lacey is checking on it as this is usually transferred out. To help simplify the credit card bill, Lacey is using the free Amazon Business Prime Account, and she has reopened a Sam's and Staples account. Katie L. made a motion to approve the May bills and Evelyn D. seconded the motion. All aye.

Treasurer's Report: Lacey is going to look at the per capita funds. The report was filed for audit.

Secretary's Minutes: A motion was made by Katherine B. and seconded by Katie L. to approve the May minutes as amended. All ayes.

Director's Report

Business

- **Working Budget** - A motion was made by Evelyn D., seconded by Katherine B. to amend the Working Budget due to the property purchase expenses. Roll Call—All ayes. 5-0 in favor
- **Building & Equipment**-The Building- Maintenance Committee report of both major and minor needs was discussed. Some areas of the library need painting, the dishwasher in the meeting room needs to be replaced and the building and fence around the trash area need to be power washed. Some minor needs include replacing the large blue carpets by the desk, motion detectors for bathroom lights, and the exhaust fan in the women's restroom. Some building needs may be put on hold pending plans for the new addition.
- **Community** – The Warrensburg Corn Festival will be July 17th-19th. Lacey would like for the library to close at 4:00 on Thursday and Friday and be closed on Saturday. A motion was made by Katie L. and seconded by Evelyn D. to approve that revised schedule. All ayes.

- **Finances** – Setting a date for an Internal Audit was discussed. It was decided that since we currently have an accountant, it would not be necessary. Depending on Lacey’s recommendations, we may use Quick Books in the future.
- **Budget and Appropriations Hearing** – The date was set for August 25th at 6:45 p.m. prior to the regular meeting.
- **Non-Resident Card Program** – A motion was made by Katherine B. and seconded by Katie L. to approve the program. All ayes.
- **Closed Written Minutes** – A motion was made by Katie L. and seconded by Katherine B. to approve that the closed written minutes remain closed. All ayes.
- **Delete Recordings of Closed Minutes Older than 18 months** – A motion for approval was made by Evelyn D. and seconded by Katie L. to delete the closed minutes older than 18 months. All ayes.
- **Person of the Month** – Bobby Anzalone was recognized for the terrific summer reading decorations that she made for the library.

Katie L. made a motion to adjourn the meeting at 8:05 p.m. with a second by Katherine B. All ayes.

- **Dates to Remember** – Monday, July 21, 2025, Next Board Meeting at 7:00 p.m.

Respectfully submitted,
Karen Edgecombe