

Barclay Public Library District
Board of Trustees Meeting Minutes
220 S. Main Street Warrensburg, IL
Monday, October 20, 2025 – 7:00 p.m.

Meeting called to order at 7:04 p.m. by Jean Munson, President.

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

Remarks for the Public: None

Bills: Motion by Laura P. to approve the September bills and seconded by Evelyn D.
Roll Call—All aye 6-0

Treasurer's Report: The report will be filed for audit.

Secretary's Minutes: Motion to approve by Laura P. and seconded by Katherine B.
All aye

Director's Report

Administrative

- Lacey received state approval to dispose of eligible files. 13 boxes of old files were disposed of on Oct. 4th at the shredding event at the library.
- An annexation notice was received from the city of Decatur on Oct. 6th.

Finance

- The Special Reserve fund with BVNB has been transferred to the new Illinois Funds account.
- Any unused memorials will be added to the Pyrlle's Legacy CD that matures in November.

Databases, Subscriptions & Collection Development

- Lacey has been reviewing the various subscriptions and streaming services. She has made changes where appropriate and saved money in the process. The standing order for books has been revised to make our collection more relevant to our patrons.

Library Services & Community Outreach

- There has been a good turnout for our first year participating in the Library Crawl.

- The library will again be assisting the WL Lions Club with their annual toy drive. Toys can be dropped off at the library along with other local locations. The toys will be stored in the house, sorted and organized for delivery from there.

Programming Report

- Barclay Public Library 80th Anniversary Open House had former Barclay employees, trustees, and some of Mrs. Barclay's former students in attendance. The library received \$300 in donations as well as ideas shared for the future of 254 S. Main.
- ILA Conference was helpful for Lacey to network with other librarians as well as meeting new ILA board members.

Business

- 1st Quarter Financial Report was reviewed. Following discussion, it was decided that the report needs to be done by the accountant in a more helpful set up.
- Amend 2025 Regular Meeting Time—Evelyn D. made the motion to set the meeting time at 6:00 p.m. starting with the November meeting. Motion seconded by Laura P. All aye
- Insurance Renewal including the new property. Motion to approve by Katherine B., seconded by Laura P. Roll Call—All aye 6-0
- Schedule Personnel Committee Meeting—Following discussion, evaluations will be done in the spring to line up with the end of the fiscal year in June. Lacey will meet with the staff and explain transitioning back to spring evaluations. Moving the minimum wage to \$15 by 2025 was the reason that evaluations were moved to December.
- Director Evaluation Process—It was decided to wait until spring for this since Lacey started her position in mid-year.
- Serving Our Public Standards for Illinois Public Libraries—We will be reviewing these standards each month. These standards are guidelines and not mandates.
- 254 S. Main Street—Lacey is still working on the tax exemption. A needs assessment is the next step that we need to take and using a professional service seems to be the best way to do it. More discussion will follow.
- Person of the Month—The Family of Delvin & Nancy Groves donated WL books.
- Motion to adjourn the meeting at 8:26 p.m. was made by Katie L., seconded by Laura P. All aye
- **Dates to Remember**
Next Board Meeting, Monday, November 17th at 6:00 p.m.

Respectfully submitted,
Karen Edgecombe