

MOTION CARRIED

VI. PUBLIC COMMENT

None

VII. FRIENDS OF THE LIBRARY

Friends of the Library President Joan Hansen reported that The Book Nook raised \$153.50 in October. The Friends held their Coffee Bar on November 8, 2025. President Hansen reported that the Friends will be sponsoring the Wreath Class to be held on December 1, 2025. All 9 Friends volunteers helped set up the Book Nook for Christmas. The Friends will hold their Coffee Bar Cookie Exchange on Saturday, December 13, 2025, from 10:30 AM to noon. The Friends of the Library donated \$500.00 to the Library, with \$250.00 intended for Outreach activities and \$250.00 intended for Youth Christmas activities.

VIII. TREASURER'S REPORT

The Library received the 6th tax distribution for the fiscal year in the amount of \$46,426.83.

The Library had no CDs mature this month; (1) CD in the amount of \$150,000.00 was purchased this month with a 6 month term and interest rate of 3.85%. \$240,000.00 CDs will be maturing on:

- November 5, 2025
- December 30, 2025
- February 11, 2026
- March 11, 2026
- April 10, 2026
- April 27, 2026
- June 22, 2026
- July 17, 2026

(1) \$140,000.00 CD will be maturing on November 12, 2025.

(1) \$150,000.00 CD will be maturing on April 2, 2026.

The expenses for the month of October were above budget targets but this was expected with one-time expenses including repaving of the parking lot and replacement of a roof HVAC unit.

On October 31, 2025, the Library had \$1,956,274.04 cash on hand in the General Fund and \$375,169.00 cash on hand in the Special Reserve Fund for a total of \$2,331,443.04. Treasurer Jumonville **moved to approve the Treasurer's Report for October 2025, and to enter the trial balance ending October 31, 2025, into the public record.**

Secretary Gagne seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

IX. LIBRARY DIRECTOR REPORT

- Parking lot project completed.
- Painting of the walls at the west end completed.
- New flooring was installed at the west end.
- New HVAC unit was installed.
- Roof repairs took place.
- The Library received a generous donation in memory of Maureen Looney to be used in the youth department.
- Hosted the October meeting of the “Librarians Working Together” directors networking group.
- Continued preparations for the Christmas Stroll, to be held Saturday, December 6th.
- Program planning for January-May of 2026 is completed and the Program Guide is being developed.
- New programs that align with the Library’s new Strategic Plan will debut in Winter/Spring 2026, including TTAC-Tween Teen Advisory Committee, Teen Book Talk Club, Pre K Art Play, PreSchool STEMshop.
- Popular October programs included Miss Moe’s Family Storytime, Spanish Immersion Class, Dance Classes, Muneca Maria Doll, Family History Day, Crafter-work, and Obscurity Book Club.

X. LIBRARY STAFF REPORTS

As outlined in Director’s Report.

XI. REVIEW ILLINOIS PUBLIC LIBRARY STANDARDS FOR PER CAPITA GRANT

The Board and Library Director will review 1 of the 12 topics of the Illinois Public Library Standards for the Per Capita each month. Discussion will include whether or not we meet the core standards and if not, why and what is being done to meet the core standards.

The topic for discussion this month was Accessibility, including assessment of the following:

- Library hours
- Long term space needs
- Book Drop
- Lighting

- Visible Entrance
- Advocacy
- Building
- Collections

Areas of significant improvement that the Library is currently undertaking include accessibility of the Library website through a major redesign as well as improved exterior lighting.

XII. APPROVAL OF STORYWALK SIGN IGA WITH VILLAGE OF ELBURN

The Intergovernmental Agreement (IGA) between the Library and the Village of Elburn *For the Purchase, Installation, and Maintenance of Story Walk Boards* was reviewed. The IGA has been reviewed with Library legal counsel as well as insurance. Vice-President Cherry **moved to approve the IGA with the Village of Elburn for the Story Walk Boards as written.** Trustee Timko seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	NONE

MOTION CARRIED

XIII. APPROVAL OF ELBURN ELECTRIC QUOTE FOR LIGHTING

The estimate provide by Elburn Electric for repairs and improvements to Library lighting was reviewed. Elburn Electric will be requested to resubmit with corrected name for the Town and Country Public Library District. Additional estimates were solicited but no additional proposals were received. Trustee Krall **moved to approve the estimate from Elburn Electric with the Library name corrected.** Vice-President Cherry seconded the motion.

ROLL CALL VOTE:

AYES:	Burroughs	Cherry
	Gagne	Jumonville
	Krall	Porter
	Timko	
NAYS:	NONE	
ABSENT:	NONE	ABSTAIN: NONE

MOTION CARRIED

XIV. COMMITTEE REPORTS

A. Personnel – None

B. Policy – None

- i. Revisions to the Library’s *Unattended Children Policy* were discussed.

Vice-President Cherry **moved to approve the Library’s revised *Unattended Children Policy* as written.** Trustee Porter seconded the motion.

AYES: ALL NAYS: NONE

ABSENT: NONE ABSTAIN: NONE

MOTION CARRIED

- ii. Revisions to the Library’s *Non-Resident Library Card Policy* were discussed. The primary change is to allow for split payments, making budgeting easier for patrons. This discussion will be tabled pending refinement of the verbiage on split payment options.

C. Finance – None

D. Building and Grounds – None

XV. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 8:35 p.m. Secretary Gagne **moved to go into Executive Session to discuss items relating to personnel (5 ILCS 120/2(c)(1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body).** **and to reconvene to take no action.** Vice-President Cherry seconded the motion.

ROLL CALL VOTE:

**AYES: Burroughs Cherry
Gagne Jumonville
Krall Porter
Timko**

NAYS: NONE

ABSENT: NONE ABSTAIN: NONE

MOTION CARRIED

At 8:48 p.m. Trustee Timko **moved to reconvene to the Regular meeting to take no action.** Vice-President Cherry seconded the motion.

XVI. OLD BUSINESS

None

XVII. NEW BUSINESS

None

XVIII. ADJOURN

Treasurer Jumonville **moved to adjourn the meeting.** Secretary Gagne seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:50 p.m.



Kelly Gagne, Secretary

David Burroughs, President