

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
OCTOBER 13, 2025**

PRESENT: Vice-President Mary Cherry, Treasurer Ann Jumonville Secretary Kelly Gagne, and Trustees Brandi Krall, Christine Porter, and Matt Timko; Library Director Megan Shumaker.

ABSENT: President David Burroughs

ALSO PRESENT: Staff Members Jamie Gehin, Suzann Gemini, Doug Guenther, and Bronwen Heneghan; Friends of the Library President Joan Hansen

I. CALL TO ORDER

Vice-President Cherry called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:15 p.m.

II. ROLL CALL

Vice-President Cherry requested the roll be called. All were present except President Burroughs.

III. ADDITIONS TO THE AGENDA

Addition of discussion and adoption of Resolution No. 2025-1, Resolution to Determine Estimate of Funds Needed for 2025-2026 Fiscal Year to Agenda Item 9, Review and Discuss Preliminary Levy Figures.

IV. ADOPTION OF THE AGENDA

Trustee Timko **moved to adopt the agenda as amended.** Trustee Krall seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: BURROUGHS

ABSTAIN: NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes from the Special Meeting on September 9, 2025, and the Regular Session of the Regular Meeting on September 9, 2025, were discussed. Treasurer Jumonville **moved to approve the minutes from the Special Meeting on September , 2025, as written and the minutes from the Regular Session of the Regular Meeting on September 9, 2025, as amended.** Trustee Krall seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: BURROUGHS

ABSTAIN: NONE

VI. PUBLIC COMMENT

None

VII. FRIENDS OF THE LIBRARY

Friends of the Library President Joan Hansen reported that the Book Nook continues to do well with \$252.50 raised in September and received 4 coupons from the summer reading program. The Friends Coffee Bar resumed on September 13th with 8 people in attendance. The Friends host a coffee gathering on the 2nd Saturday of the month from 10:30 AM to noon.

VIII. TREASURER'S REPORT

The Library received the fifth of seven tax distributions for the fiscal year in the amount of \$40,102.04.

The Library had (1) CD mature this month in the amount of \$240,000.00 earning \$6630.90 interest; (4) CDs in the amount of \$240,000.00 and (1) CD in the amount of \$150,000.00 were purchased this month with terms between 6 and 10 months, and interest rates between 3.6% and 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 September were in line with budget targets and this fiscal year is off to a good start.

On September 30, 2025, the Library had \$2,165,943.10 cash on hand in the General Fund and \$375,169.00 cash on hand in the Special Reserve Fund for a total of \$2,541,112.10. Treasurer Jumonville **moved to approve the Treasurer's Report for September 2025, and to enter**

the trial balance ending September 30, 2025, into the public record.
Secretary Gagne seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: BURROUGHS

ABSTAIN: NONE

MOTION CARRIED

IX. REVIEW AND DISCUSS PRELIMINARY LEVY FIGURES

The Levy figures for the ANNUAL LEVY ORDINANCE NO 2025-2: AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR TAX YEAR 2025 OF THE TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT, KANE COUNTY, ILLINOIS were discussed. All previously discussed changes have been incorporated. The increase in levy figures over FY 2024-2025 figures are due to the combined effects of the increase in Consumer Price Index (CPI) and new construction in our district.

The RESOLUTION 2025-1: THE RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR 2025-2026 FISCAL YEAR, pursuant to the Truth in Taxation Act 35 KCS 200/18-55 was discussed.

Secretary Gagne **moved to approve RESOLUTION 2025-1: THE RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR 2025-2026 FISCAL YEAR, pursuant to the Truth in Taxation Act 35 KCS 200/18-55.** Treasurer Jumonville seconded the motion.

ROLL CALL VOTE:

AYES:	Cherry	Gagne
	Jumonville	Krall
	Porter	Timko

NAYS: NONE

ABSENT: Burroughs

ABSTAIN: NONE

MOTION CARRIED

X. DISCUSSION AND APPROVAL OF STAFF HEALTH INSURANCE RENEWAL

The proposal for Health Insurance renewal for Library staff was discussed. For coverage equivalent to the Library's current coverage, the cost of insurance decreased. Staff continues to be happy with the Library's current Insurance coverage and provider. Vice-President Cherry **moved**

to approve the renewal for the Town and Country Public Library District employee Health Insurance Coverage. Trustee Krall seconded the motion.

ROLL CALL VOTE:

AYES:	Cherry	Gagne
	Jumonville	Krall
	Porter	Timko

NAYS: NONE

ABSENT:	Burroughs	ABSTAIN: NONE
----------------	------------------	----------------------

MOTION CARRIED

XI. DISCUSSION OF DRAFT IGA FOR STORYWALK SIGNS

The draft IGA between the Village of Elburn and the Town & Country Public Library District FOR THE PURCHASE, INSTALLATION AND MAINTENANCE OF STORY WALK BOARDS was discussed. The Village will be discussing further and a final version will be made available for review.

XII. LIBRARY DIRECTOR REPORT

- The Library welcomed new Building Manager Doug Guenther. Welcome Doug!
- Completed a draft of this year's tax levy.
- Published finalized Budget & Appropriations Ordinance in the paper and filed it with the County.
- Conducted quarterly 1-on-1 meetings with the Department Heads
- Attended a Parks Commission meeting and Village Board meeting to continue discussing the StoryWalk signs for the Prairie Park.
- Current Building Projects:
 - Parking Lot project completed
 - Walls at the west end to be painted this week
 - New HVAC unit to be installed this week
 - New flooring to be installed soon
 - Shelf/ledge to be built to cover the pipes along the west wall
 - Building Manager Guenther compiling quotes for upcoming roof maintenance and lighting installation
- Program planning underway for January-May of 2026.

- After 3 years at the library, one of our Circulation Clerks, Danielle Nugara, left us last month. Circulation Manager Semrick is looking to hire a new Circulation Clerk.
- Catherine Whittier began her new role as Tech Services assistant. Welcome Catherine!
- Baker & Taylor, the library's main book vendor, is having distribution issues. We are using workarounds while we look into setting up accounts with new vendors.
- Family History Day is on Saturday, October 18.
- We are moving forward with the Website redesign project with the statement of work in development.
- Preparations for the Christmas Stroll are in progress.
- Popular September programs included
 - Fall Container Garden at Wasco Nursery
 - Fall Watercolor Cookie Decorating
 - Wills, Trusts, and Estate Planning
 - Obscurity Book Club
 - Hand Sewing for Youth and Tweens/Teens
 - Spanish Immersion Classes
 - Family Storytime
 - "I love my library because..." passive program during Library Card Sign-Up Month
- The busiest day of the month at the Library was Wednesday, September 17, 2025, with 267 visitors. Average daily attendance was 139.

XIII. LIBRARY STAFF REPORTS

As outlined in Director's report.

XIV. COMMITTEE REPORTS

- A. Personnel – None
- B. Policy – Some general discussion around the unattended children policy, but the topic will be tabled to allow for review by Circulation Manager Semrick and Youth Services Manager Knowlton.
- C. Finance – None
- D. Building and Grounds – None

XV. OLD BUSINESS

None

XVI. NEW BUSINESS

None

XVII. ADJOURN

Vice-President Cherry **moved to adjourn the meeting.** Trustee Krall seconded the motion.

AYES: ALL

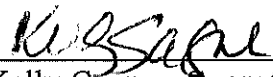
NAYS: NONE

ABSENT: BURROUGHS

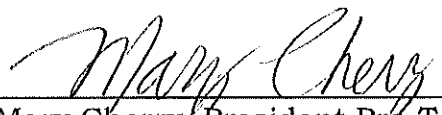
ABSTAIN: NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:14 p.m.



Kelly Gagne, Secretary



Mary Cherry, President Pro-Tempore