

## Eldorado Memorial Public Library District

Minutes of the Board of Trustees' Meeting: December 11, 2025

Present: Trustees -- Taylor Barr, Jeff Campbell, Seth Gipson, Kacy Lapington, Kara Lloyd, Hailey Parker (who had to leave early) and Keith Robinson

Absent: Trustee – Audra Poore

Call to Order: Jeff Campbell called the meeting to order at 5:32 p.m.

Public Citizenry: None

Approval of the Minutes – The minutes of the previous meeting were read and approved as presented.

Treasurer's Report – The treasurer's report was presented. The library received \$986 in interest from First Southern Bank and The Illinois Funds. The monies from the counties' property taxes are coming in.

Payment of Bills - There was a question from Hailey Parker about a charge from a lost video game. Hoopla was under \$900 again this month. Hailey Parker motioned to pay the bills, and Seth Gipson seconded the motion. All said, "Aye" with a roll call vote.

Librarian's Report – There was an all staff meeting the day before Thanksgiving that was successful. Keith Robinson worked to gain access to ExploreMore Illinois. This program provides patrons with free admission and discounted entry to several attractions throughout the state. Our library is now eligible for Illinois Equalization Aid Grant which is \$15,000. There was a bit of talk what we would like to do with that money this year. Keith is committed to keeping staff engaged and working together. He states that staff rapport is going really well. Keith and Corina led Performance Review sessions with staff members. Those were constructive and important to ensure a healthy working environment. Some Microsoft account names were updated in preparation for Microsoft changes in January. Local author, Ashton Webb, and her dog were at the library for story time with 18 parents and children attending.

During the month of November, a total of 1,107 books and media were checked out. In addition, 398 items were loaned out to other libraries, and our library received 433 items from other libraries. There were 9 new library cards registered. The total receipt for November was \$835.19.

Taylor Barr asked about having a full calendar available to see the month's activities at a glance. It was also mentioned to publicize the events on social media closer to the date that they are happening.

### Unfinished Business

1. Review First Southern Safety Deposit Box – The key has been lost. It's \$300 to drill into the box. No action will be taken at this time except to continue to look for a key.

### New Business

1. Introduction of RSP Heating and Cooling – Walt Hammond was unable to come to the meeting, but he would like for the library to consider RSP Heating and Cooling for its maintenance needs.
2. Per Capita Grant Requirement – Review Illinois Library Standards Keith Robinson read through the last of the standards. Keith feels that the library's safety and emergency procedures are in

better shape than they had been before. The library received a grant for technology a few months ago so we are up to date on the technology standards. Keith stated that Lazerware has been a great company to align with. They work with many different libraries and have helped our library stay current.

3. Approve Bid Seeking for Painting the Interior of the Library- Keith and Corina feel that the walls could use a paint job. It was decided that they could collect bids for interior painting.
4. Approve FY2025 Annual Financial Report – The board looked at the Annual Comptroller’s report. After approval, it will be sent to Susan Mendoza the Illinois Comptroller. Kara Lloyd made a motion to approve the report, and Kacy Lapington seconded it. Alan Monroe also gave us a financial report.
5. Pass Tax Levy Ordinance – Keith explained the numbers on the tax levy as a request for tax dollars. Taylor Barr made a motion to approve to pass the tax levy ordinance, and Seth Gipson seconded the motion. All said, “Aye” with a roll call vote.
6. Review List of 2026 Holiday Closures – There are 14 holidays on the list. They are all standard holidays. Kacy Lapington motioned to approve the holiday closures, and Taylor Barr seconded it. All said, “Aye” with a roll call vote.
7. Approve List of 2026 Board of Trustees Meeting Dates – Board members looked over the dates for future meetings. Meetings start at 5:30 on the second Thursday of the month. Seth Gipson made a motion to approve the meeting dates, and Kacy Lapington seconded the motion.
8. Approve Staff Holiday Bonuses – Staff was awarded Christmas bonuses according to position and longevity.
9. Other new business -- Establish procedures and costs for programming . . . as in where the programs will take place, what the budget will be for different types of programs and who will be responsible for gathering supplies.

Adjournment: Seth Gipson made a motion to adjourn, and Taylor Barr seconded it. Jeff Campbell adjourned the meeting at 7:38 p.m. The next meeting will be Thursday, January 8, 2026 at 5:30 p.m.

Submitted by Kara Lloyd, Board Secretary