

Board of Trustees Meeting

November 11, 2025

The November meeting of the Columbia Public Library was called to order by President Dan Brutton at 7:00 pm. Those in attendance included Dan Brutton, Michelle Sawicki, Diane Stechmesser, Kathleen Endraske, Sara Joergens and new members Rebecca Hunt and John Daab.

1. **Approval of Minutes:** Minutes from July, August, September, and October were reviewed. Diane Stechmesser made motion to approve minutes. Kathleen Endraske seconded. Motion passed.
2. **Public Comment:** No requests were made to address the Board.
3. **Treasurer's Report:** Treasurer Sara Joergens reviewed the reports for previous months. She explained that revenue was down due to real estate tax income coming in August and September but not in October. Rebecca Hunt made motion to approve report. Diane Stechmesser seconded. Motion passed.
4. **Approval of Current Bills:** Kathleen Endraske made motion to approve payment of bills. Sara Joergens seconded. Motion passed.
5. **Correspondence:**
6. **Old Business:** The Copy Machine Policy Update was reviewed. Diane Stechmesser made a motion to approve new policy and Kathleen Endraske seconded. Motion passed. The Fence Quote from Easter Fence was review. Sara Joergens made motion to accept bid. Kathleen Endraske seconded. Motion passed. Photographer Request The request was reviewed and Diane Stechmesser made motion to approve. Kathleen Endraske seconded. Motion passed.
7. **Librarian Report:** Board of Trustees The Board welcomed new members, Rebecca Hunt and John Daab. Former Board member, Barry Krizan, will be honored for his 50 years of service on November 17th at the 6:30 City Council meeting. Building Maintenance Faucet handles in women's restroom were repaired. Crystal's computer battery backup had to be repaired. Community Tom Smith partnered with library and presented "The Making of the Veteran's Book" at the American Legion Senior Club on October 16th. Crystal passed out candy at the YMCA's Trunk or Treat on October 24th. Crystal and Michelle passed out candy at Halloween Hi-Jinks on October 25th. Michelle, Stephanie and Crystal attended a 75th Anniversary Planning Committee meeting on October 27th. The date of the 75th Anniversary Grand Finale will be February 20, 2027. Michelle, Stephanie and Crystal attended the Friends of the Library meeting on October 27th. Ashley Osterhage collaborated with Library to present "Living Well in Your Retirement" at the American Legion on October 30th. The library hosted the Rotary Club on November 5th. Stephanie attended a CROWN meeting on November 5th. Items collected from the library's Food for Fines program were delivered to Hope Christian Church. Donations The library received a \$200 donation from the American Legion Auxiliary 581. Staff The Board has increased funding to \$275 for staff development luncheon in December. Kathleen Endraske made motion to approve increase. Rebecca Hunt seconded. Motion passed. Serving Our Public/Illinois Public Library Standards 15.1, 16.1, 17.1 The Board reviewed the standards. Statistics new numbers for October were listed.
8. **Adjournment:** Diane Stechmesser made motion to adjourn. John Daab seconded. Meeting adjourned at 7:35. Our next meeting is Tuesday, December 9, 2025.