

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
August 19, 2025
15 Professional Park Drive, Maryville, IL

I. Call to Order – Roll Call – Pledge of Allegiance – Open Truth-In-Taxation Hearing

President Jessica Yakstis called the Board of Trustees meeting at 7:03 p.m.

Roll Call

Present

Jessica Yakstis – President
Tim Krumm – Vice President
Sharon Frey - Treasurer
Rachel O'Neill – Secretary
Sharon Ax
Karen Harris

Absent

Michael Murphy

Guests

Heather Gaines – Library Director
Representative from the
Troy Times-Tribune

President Jessica Yakstis opened the Truth-In-Taxation Hearing at 7:04 p.m.

II. Public Comment – None

III. Approval of the July 2025 MCLD BOT Meeting Minutes

There was a motion by Tim Krumm and a second by Rachel O'Neill to accept the July 15, 2025 BOT meeting minutes upon the amendment to include the monthly rate of \$10 for the Mobile Beacon Bring Your Own Device plan. The motion passed and the minutes will be placed on file at the library.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

IV. Review Reports

A. Library Director's Report

1. Activities/Stats

The Director discussed the latest activities and statistics from the monthly highlights report, which included:

- Latest staff training events.
- New ISL Security Grant that will provide funding for specific security measures for libraries. The Director will be looking into possibilities.
- "Illinois Library Presents" – Virtual programming for adults.
- Cambridge House Monthly Visits
- Food Drive Participation
- Upcoming Library Crawl
- The increase in patron statistics.

2. Review of Chapters 9, 10, 11 Standards

The Maryville Community Library meets all of the standards within the following:

- Chapter 9, Public Services: Reference and Reader's Advisory Services
- Chapter 10, Programming
- Chapter 11, Youth/Young Adult Services

There was a motion by Rachel O'Neill and a second by Sharon Frey to approve the Library Director's Report.

B. Financial Reports

Review of current reports and highlights about various charges were shared by the Director.

Approval of the July 2025 MCLD Financial Reports/Vote

There was a motion by Tim Krumm and a second by Sharon Frey to accept the July 2025 financial reports.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

C. President's Report – No Report

D. Treasurer's Report

1. Policy Proposal & Review

Sharon Frey reviewed proposals and the reasons for two new library policies:

- Fund Balance Policy. Establishes a minimum level at which the projected year end fund balance should be maintained. Currently the library has only one policy (the annual Special Reserve Fund Resolution which focuses on building related expenses).
- Authority to Spend Policy. Allowance for the director to have some spending authority outside of the Board approval up to a certain amount.
- The need for a credit card policy was also recommended.

Board members will review the new policies and return to the September meeting for further discussion and vote.

V. Personnel Committee – No Report

VI. Building Committee

A. Door Quotes – Review & Vote

Reviewed quotes received from Mr. Handyman and Windoor Unlimited to replace the damaged back doors of the building. All agreed that insulated steel was the only option to consider.

There was a motion by Sharon Frey and a second by Rachel O'Neill to purchase two new ingress/egress steel insulated doors and hardware from Windoor Unlimited, Inc. at a cost not to exceed \$5,500.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

B. Janitorial Quotes – Review & Vote

The library's current janitorial company has given notice they are relocating and can only service through September. Quotes were received from:

Corvus Janitorial Systems

G&A Cleaning Service

DoubleTake Cleaning

The director will first contact the Troy Library and local banks for other options before approaching Corvus with a 12-month contract.

VII. Ordinances

A. Ordinance 2025-2026-003, Roll Call/Vote

There was a motion by Tim Krumm and a second by Sharon Frey to accept as presented Ordinance Number 2025-2026-003, An Ordinance for the Assessment Levy and Collection of Taxes within the Corporate Limits of the Maryville Community Library District, Madison County, Illinois, for the Fiscal Year beginning July 1, 2026 and closing June 30, 2027.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

B. Truth-In-Taxation, Certificate of Compliance, Roll Call/Vote

There was a motion by Rachel O'Neill and a second by Sharon Frey to accept the Truth-in-Taxation, Certificate of Compliance.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

C. Special Reserve Fund Resolution. Roll Call/Vote

There was a motion by Tim Krumm and a second by Sharon Frey to accept as presented the Maryville Community Library District Special Reserve Fund Resolution.

Roll Call:

Yakstis, Krumm, Frey, O'Neill, Ax, Harris

ABSTAIN: None

NAYS: None

ABSENT: Murphy

There were a motion by Sharon Frey and a second by Tim Krumm to adjourn the Truth-In-Taxation Hearing.

VIII. Old Business

Tim Krumm gave an update on recent communication with the Professional Park Association. The open secretary position has been filled. The notice of the annual meeting is upcoming.

IX. New Business

Heather Gaines reported that the monthly accounting fees will be going up from \$450 to \$475 with an additional charge of \$12 per W2.

X. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, September 16, 2025 at 7:00 p.m. at the library.

XI. Adjournment

There was a motion by Tim Krumm and a second by Karen Harris to adjourn the meetings. Motion passed and the meeting adjourned at 7:52 p.m.