

MARYVILLE COMMUNITY LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
July 21, 2026
15 Professional Park Drive, Maryville, IL

I. Call to Order – Roll Call – Pledge of Allegiance

President Jessica Yakstis called the Board of Trustees meeting at 7:00 p.m.

President Jessica Yakstis called the Open Budget and Appropriations Meeting at 7:06 p.m.

President Jessica Yakstis closed the Open Budget and Appropriations Meeting at 7:07 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

MacKenzie Smiddy -
Interim Library Director

Library Employees

Avonlea Schoeneberg
Carol Rosselli
Logan Wyatt

Library Patrons

Vivian Kerley (former Board
Member)
Lacey Blankenship
Kirsten Knight

The guests introduced themselves and discussed their interests and concerns for the library, which included the open library director position, program continuance and staff coverage.

II. Public Comment – None

III. Approval of the June 2026 MCLD BOT Meeting Minutes

There was a motion by Tim Krumm and a second by Rachel O’Neill to accept the June 16, 2026 BOT meeting minutes. 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 Interim Director discussed the latest activities and statistics from the monthly highlights report, which included:

- Summer Reading Program Wrap Up on July 11. Approximately 240 Kids/60 Teens participated. (Approximate increase of 94 over the 2025 program.)
- Some of our programs cancelled due to staffing changes.
- Staff Training Date (July 31). Includes IHLS Leap training/staff meeting/deep library cleaning.
- Library "Cooking with Friends" Cookbook sales to start July 27 (sales made under the Friends of the Library). Cost is \$20 (\$15 for one book for anyone who contributed recipes.)
- Drost Park Rock Hunt
- Mobile DMV date cancelled due to lack of signups.
- August Programs (special programs will be on hold temporarily/monthly programs will continue).
- New Copier in use.

2. Staff Statement

The Interim Director read a statement of concerns, along with recommendations, on behalf of the staff relating to staff shortages, special events and wages.

- Recommended additional staff on Monday mornings, Thursday mornings, Saturday afternoons. Once school resumes, any weekday between 3-6 is busy.
- Recommended one additional part-time circulation specialist as time at the circulation desk interferes with project-related tasks.
- The Board was encouraged to visit during peak hours of operation.
- Recommendation made to pull data on peak hours.
- Current wages are not competitive and realistic long term.

The Board expressed appreciation for bringing these topics to their attention.

- While understanding the current situation, it was recognized that the open Director position will need to be first priority.
- In lieu of the Personnel Committee currently occupied with the Director position replacement, a request was made of other Board Members to volunteer to do an investigation into wage data. Board members Sharon Ax and Karen Harris volunteered to look into wage investment numbers, the budget, etc. and email the Board with their findings. The Board President will share what information she has found so far regarding comparable pay within the local area.
- It was noted that previously the Director handled hiring and wages and approached the Personnel Committee/Board with recommendations at the annual review time.
- It was suggested that patrons and Board members willing to help with craft projects.
- A suggestion was made to offer current part-time employees more hours.

3. Review of Standards 5 and 6

In addition to the other scheduled Standards review, the review of Standards 5 and 6 will be moved to the August Board meeting to allow the Interim Director time to review the standards and prepare recommendations for the action plans.

There was a motion by Sharon Frey and a second by Karen Harris to delay review of Standards 5 (Finance and Budget) and 6 (Governance and Administration) to the August 18, 2026 Board meeting.

Ayes: Yakstis, Krumm, Frey, O'Neill, Ax, Harris Nays: None Absent: Murphy

There was a motion by Tim Krumm and a second by Sharon Frey to approve the Library Director's Report.

B. Financial Reports

With the departure of the former Library Director, only the Board Treasurer has access to the Fidelity investment reports. In lieu of the process involved for additional access, it was decided to wait until the current open Director position is filled. The Treasurer stated everything will be OK in the restricted status. Interest earnings continue, investments on hold, transfers continue. The Treasurer can still transfer from Fidelity to FCB bank (just not invest). If filling the Director position proves too lengthy, the topic may need to be addressed at the August Board meeting.

Tim Krumm reminded that the original invoices need to accompany the checks before they can be signed by the Board members.

A legal fee relating to the credit card was questioned. The credit card had to be cancelled with the previous Director's departure and it was necessary to make sure this was done through proper procedure.

Approval of the June 2026 MCLD Financial Reports/Vote

There was a motion by Tim Krumm and a second by Rachel O'Neill to accept the June 2026 financial reports.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

C. President's Report

1. Pet Policy

There was a recent incident of a pet brought into the Library. It was reiterated that the current Pet Policy, which allows only service dogs into the library, be followed. Any issues of noncompliance with certain policies should be reported to the Director or Personnel Committee and not the Library staff.

2. Trustee Training

Reminder that Trustees are to take the OMA and Sexual Harassment training and print the certificates for documentation. The previous Director had provided the link.

D. Treasurer's Report – No Report beyond the discussion under Financial Reports

V. Ordinances

A. Ordinance 2026-2027-001, Roll Call/Vote

There was a motion by Sharon Frey and a second by Rachel O'Neill to accept as presented Ordinance Number 2026-2027-001, Combined Annual Budget and Appropriation Ordinance of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2026 and Closing June 30, 2027.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

B. Ordinance 2026-2027-002 Roll Call/Vote

There was a motion by Rachel O'Neill and a second by Sharon Ax to accept as presented Ordinance Number 2026-2027-002, Levy and Assess a Tax Ordinance for Maryville Community Library District of the County of Madison, State of Illinois for the Fiscal Year Commencing July 1, 2026 and Closing June 30, 2027.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

C. Resolution For Library Tax Levy

There was a motion by Tim Krumm and a second by Karen Harris to accept as presented Resolution for Library Tax Levy of the Maryville Community Library District for the Fiscal Year Commencing July 1, 2026 and Closing June 30, 2027.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

VI. IMRF Nomination

There was a motion by Sharon Frey and a second by Rachel O'Neill to nominate Interim Director MacKenzie Smiddy as the Library authorized IMRF agent.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

Currently the Library does not have a Notary. The Interim Director is in the process of training, which may be September/October before completion. The plan is to eventually have two notaries on board.

VII. Personnel Committee

A. Library Director Job Posting

Rachel O'Neill reported the open Director position will be posted for 30 days (July 14 – August 14) on three sites (IHLS (at a cost of \$100), ILA and the Library website). The Personnel Committee has received six applicants so far. Interviews are scheduled to start this week. The President, Vice President and Secretary will conduct the interviews. It was noted that staff members were involved with the last Director opening. The President stated she had emailed the staff previously about the process and welcomed comments.

B. Pay Policy Update (Hourly employees pay period adjustment)

The Personnel Committee received a formal request to adjust the hourly pay schedule. After researching, it was determined that the Library is required to pay wages to non-exempt employees twice a month versus monthly. Initial discussion with the Library's accounting firm indicated an additional charge of \$75. Employees are to be notified of all dates involved. The Treasurer will notify FCB Bank. The Policy Manual will be adjusted. It was noted that while the Library is legally obligated to quit paying monthly and pay every two weeks for hourly employees, it was the Board's opinion that all employees will be paid the same method. Rachel O'Neill will contact the accountant regarding details of the administration process and notify the Board. A meeting will be scheduled to discuss processing. The Library Treasurer will notify FCB bank.

There was a motion by Rachel O'Neill and a second by Sharon Frey to switch the payroll frequency for all employees at the Maryville Community Library to be paid from monthly to twice a month, at a minimum.

Roll Call:

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

ABSTAIN: None NAYS: None ABSENT: Murphy

C. Yearly Meeting Minutes Review

- a. The Yearly meeting minutes review was completed on July 21.

Encourage patrons to email board with any questions.

VIII. Building Committee

A. Door Inspection Completed

B. Painting Project Update

There were some issues with the outside painting not being completed per the contract guidelines (one coat versus two). The Interim Director is reaching out to the contractor to resolve. The second half of the payment will be withheld until the any issues are resolved and a final walkthrough.

The question was asked by a guest about what the Director position salary was listed. It was \$65,000 negotiable based upon experience.

IX. Policy Committee

Sharon Ax reported she had met with the previous Director before departure regarding Library policies. Some suggestions were made for updates. It was decided to hold on this topic until the return of the other Policy Committee member (Michael Murphy) and the new Director starts.

Karen Harris recommended a Board and staff informal get to know meeting.

X. Old Business - None

XI. New Business

The Board President plans to reach out to Board Member Michael Murphy on his return status.

XII. Next Board of Trustees Meeting

The next meeting will be held on Tuesday, August 18, 2026 at 7:00 p.m. at the library.

XIII. Adjournment

There was a motion by Tim Krumm and a second by Sharon Frey to adjourn the meeting. Motion. passed and the meeting adjourned at 8:16 p.m.