

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
JULY 28, 2025

Members of the Fondulac District Library Board of Trustees met on Monday, July 28, 2025, in the Kolb Memorial Conference Room, 400 Richland Street, East Peoria, IL, for their regular meeting. President Swearingen called the meeting to order at 6:00 p.m.

On roll call, the following members were present: Mrs. Carbiener, Mr. Grose, Mrs. Hanks, Mrs. Humphrey, Mrs. Pulling, Mr. Sherwood, and Mr. Swearingen. Also present was Mrs. Buhr, Director, and Mrs. Cox, Business Manager.

M/S/P (Hanks/Carbiener) to approve the consent agenda which includes the June 30, 2025 regular board meeting minutes and approval of bills. All present voting yea.

For the Treasurer's Report, Fund Activity was reported – see attachment to minutes. Mrs. Carbiener also reported that on July 1st two transfers were made from the donation account to the general checking account for \$624.75 and \$1,263.67 respectively. These were to cover purchases for the Yoto collection from the Caleb Schwartz Memorial Funds. A transfer was also made on July 1 from the general checking account to establish the new operational reserve CD for \$150,000.

Mrs. Buhr reported that she received a resignation today and will be posting a part-time youth services assistance position this week. The digitized collection of women's registration cards for a WW1 Defense Committee are now back on the website. These did not migrate properly to the new website so the opportunity was taken to build them into one document with linked contents for easier viewing. Mrs. Buhr asked for two volunteers to complete the annual Secretary's Audit of the Board Book/Minutes. Mr. Grose and Mrs. Carbiener volunteered. Mrs. Buhr also drew attention to the heads up in her Director's Report about the boiler situation and imminent replacement. More will come on this project over the next couple of months.

The statistics in the packet were incorrect and a correct version will be sent out immediately following the meeting. There will be changes to the layout of the statistic next month with the first stats sheet of the new Fiscal Year.

M/S/P (Pulling/Sherwood) to approve Maintenance Levy #25-324. This is the annual levy that allows the library to pull a separate maintenance levy for maintaining, equipping and repairing the building. On roll call, all present voting yea.

M/S/P (Hanks/Carbiener) to keep the previously closed minutes closed. Twice per year the closed session minutes are reviewed by the board and a decision is made of whether or not to still keep them closed. All present voting yea.

M/S/P (Hanks/Carbiener) to approve the addition of Hoopla funds. In March funds were added to get through the end of the Fiscal Year and lending limits were adjusted to make the Hoopla budget more sustainable long-term. That money now needs replenished and the \$12,000 proposed addition is in line with what was budgeted for the year (should last about half the year). All present voting yea.

On discussion, the board considers this type of action to be collection budget spending and does not need to vote on every addition, even if it does exceed Genna's spending authority, as long as it stays within a reasonable range of the amount proposed on the working budget.

In closing comments, the board wished Mr. Grose a Happy Birthday!

M/S/P (Gross/Hanks) to adjourn the meeting at 6:18 p.m. All present voting yea.

Ellen Hanks, Secretary

Approved as _____
August 25, 2025
Recorded by: Rebecca L. Cox

**Fondulac District Library
Fund Activity Report
July 28, 2025**

1 - GENERAL INVESTMENT FUND

| DATE | TRANSACTION | GENERAL | | | BOND | ILLINOIS | OP. RESERVE | | FUND |
|-----------|---|-----------------|---------------|-------------|---------------|--------------|---------------|------------|-----------------|
| | | CHECKING | DONATIONS | IMPREST | CHECKING | FUNDS EPAY | CERTIFICATES | PETTY CASH | TOTAL |
| 6/30/2025 | Balance | \$ 356,643.91 | \$ 47,865.37 | \$ 1,710.02 | \$ 137,852.57 | \$ 60,224.48 | \$ 203,868.99 | \$ 46.57 | |
| | Deposit - Bank Account Interest | \$ 39.73 | \$ 3.92 | \$ 0.17 | \$ 12.46 | \$ 220.76 | \$ 670.09 | | |
| | Deposit - Nayax Reimbursement | \$ 65.03 | | | | | | | |
| | Deposit - Credit Card Receipts | | | | | \$ 788.38 | | | |
| 7/1/2025 | Transfer from Donation Account | \$ 624.75 | \$ (624.75) | | | | | | |
| | Transfer from Donation Account | \$ 1,263.67 | \$ (1,263.67) | | | | | | |
| | Transfer to establish new CD | \$ (150,000.00) | | | | | \$ 150,000.00 | | |
| 7/2/2025 | Deposit - Tazewell County Taxes | \$ 774,744.01 | | | \$ 207,297.10 | | | | |
| | Deposit - Imprest Reimbursement | | | \$ 98.62 | | | | | |
| | Deposit - Petty Cash Reimbursement | | | | | | | \$ 3.43 | |
| 7/3/2025 | Checks Issued - Payroll | \$ (45,910.55) | | | | | | | |
| | Blue Cross Blue Shield | \$ (4,936.48) | | | | | | | |
| | IMRF - NCPERS | \$ (16.00) | | | | | | | |
| | The Metropolitan Life Insurance Company | \$ (405.97) | | | | | | | |
| | AFLAC | \$ (69.32) | | | | | | | |
| | Deposit - Nayax Reimbursement | \$ 61.84 | | | | | | | |
| 7/8/2025 | Deposit - Per Capita Grant | \$ 27,199.46 | | | | | | | |
| | Quarterly Unemployment Taxes | \$ (887.83) | | | | | | | |
| 7/11/2025 | Deposit - Nayax Reimbursement | \$ 39.17 | | | | | | | |
| 7/17/2025 | Checks Issued - Payroll | \$ (43,616.93) | | | | | | | |
| | Blue Cross Blue Shield | \$ (4,936.48) | | | | | | | |
| | IMRF - NCPERS | \$ (16.00) | | | | | | | |
| | The Metropolitan Life Insurance Company | \$ (405.97) | | | | | | | |
| | AFLAC | \$ (69.32) | | | | | | | |
| 7/18/2025 | Deposit - Nayax Reimbursement | \$ 82.57 | | | | | | | |
| | Deposit - Fines, Fees, Misc | \$ 3,601.24 | \$ 2.50 | | | | | | |
| | Checks Issued - Bills Paid by Check | \$ (94,333.60) | | | | | | | |
| | Checks Issued - Bills Paid Directly | \$ (11,082.70) | | | | \$ (16.49) | | | |
| | Checks Issued - Imprest | | | \$ (52.69) | | | | | |
| | Petty Cash Transactions | | | | | | | | |
| 7/28/2025 | Balance | \$ 807,678.23 | \$ 45,983.37 | \$ 1,756.12 | \$ 345,162.13 | \$ 61,217.13 | \$ 354,539.08 | \$ 50.00 | \$ 1,616,386.06 |

2 - WORKING CASH FUND

| DATE | TRANSACTION | WORKING CASH | WORKING CASH | FUND |
|-----------|---------------------------------|--------------|---------------|---------------|
| | | ACCOUNT | CERTIFICATE | TOTAL |
| 6/30/2025 | Balance | \$ 17,937.28 | \$ 218,317.55 | |
| | Deposit - Bank Account Interest | \$ 1.52 | \$ 697.18 | |
| 7/28/2025 | Balance | \$ 17,938.80 | \$ 219,014.73 | \$ 236,953.53 |

3 - RESERVE FUND

| DATE | TRANSACTION | RESERVE | RESERVE | FUND |
|-----------|---------------------------------|--------------|-----------------|-----------------|
| | | ACCOUNT | CERTIFICATES | TOTAL |
| 6/30/2025 | Balance | \$ 67,381.50 | \$ 2,201,077.87 | |
| | Deposit - Bank Account Interest | \$ 5.72 | \$ 7,114.03 | |
| 7/28/2025 | Balance | \$ 67,387.22 | \$ 2,208,191.90 | \$ 2,275,579.12 |