

FONDULAC DISTRICT LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
SEPTEMBER 29, 2025

Members of the Fondulac District Library Board of Trustees met on Monday, September 29, 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, Mrs. Hanks, Mrs. Humphrey, Mrs. Pulling, Mr. Sherwood, and Mr. Swearingen. Also present was Mrs. Buhr, Director, and Mrs. Cox, Business Manager. Mr. Grose was absent.

Jessica Pullen, attorney from Heyl, Royster, Voelker and Allen, P.C. was in attendance to introduce herself and give an overview of her role with the attorney office. She has been working closely with the library's attorney Phil Lenzini for the last 3 years to learn all of the ins and outs of library laws and is now one of the library's contacts for legal matters.

M/S/P (Carbiener/Hanks) to approve the consent agenda which includes the August 25, 2025 budget hearing and 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 August 26 a transfer was made from the Donations Account to the General Checking Account for \$500. On the working budget this is reflected as a transfer from donation reserve. This was money that was donated by the FDL Friends in Fiscal Year 2025 for Music in the Park but two performers were not paid until Fiscal Year 2026. It was also reported that reserve Certificate number 7879 renewed on 9/1/2025 with an interest rate of 3.48%. The last renewal value of this certificate was \$531,623.61. It was originally issued 9/1/2022 for \$500,000.

Mrs. Buhr reported that the Friends of the Library book sale earned almost \$1200 which is a better result than previous years. October will be a busy month for outreach with four events scheduled – Tazfest, Oktoberfest Business Expo and 2 Trunk or Treat type events. Mrs. Buhr is also finalizing details on a quote related to replacing the wood boards that currently surround the library's dumpster with composite board to cut back on maintenance.

Mrs. Buhr reported a slight change to Library Statistics as Facebook has changed their metrics and what data is available to pull so the Facebook section of the statistics sheet has been adjusted to reflect the data that is available.

M/S/P (Pulling/Sherwood) to approve Levy Ordinance #25-326. This is the document that allows us to collect money from the county. The total levy is \$1,964,255. On roll call, all present voting yea.

M/S/P (Hanks/Humphrey) to approve the 2026 Board Meeting Dates. These dates follow the last Monday of the month rule except for May which is moved up due to the Memorial Day Holiday and December where there is no meeting. All present voting yea.

M/S/P (Sherwood/Carbiener) to approve the 2026 Operating Hours and Closures. There is no change to operating hours from 2025 and all closures are following established closing policies, there are no outliers this year. Mrs. Pulling did note that there was a typo in the New Year's holiday where 2026 should be 2027. This will be revised before the dates are posted. All present voting yea.

M/S/P (Hanks/Sherwood) to approve the Construction Management Project Agreement for HVAC Project. This project has been discussed the past couple of months in board meetings and Mrs. Buhr has discussed the bid process with library attorney Brian Mooty. ENTEC has done the maintenance to our HVAC system for our entire time that we have been in the new building so having them do the project design and manage the project would be a huge benefit. They will not be precluded from bidding on the project as well but they are not allowed to write the specs in a way that prevents other companies from bidding. Regardless of whether or not they win the bid, they will oversee the construction. All work should be completed by the end of the calendar year. This will come from our Reserve Funds and, more specifically, from the interest income made from investing the Reserve Fund into CDs in 2022. This vote is answering if we can enter into this agreement with ENTEC for these project management services. On roll call, all present voting yea.

M/S/P (Pulling/Sherwood) to approve the Acceptance of Naming Opportunity from East Peoria Community Foundation. The library has contributed to multiple phases of Levee Park projects and the East Peoria Community Foundation is now assigning named spots to contributors. The Library is going to be recognized with the space near the Reading Garden as it aligns with our purpose. This vote is the board accepting this naming recognition of the space. All present voting yea.

In closing comments, Mrs. Pulling mentioned that she really enjoyed seeing the library represented in the East Peoria Homecoming Parade.

M/S/P (Carbiener/Hanks) to adjourn the meeting at 6:35 p.m. All present voting yea.

Ellen Hanks, Secretary

Approved as _____
October 27, 2025
Recorded by: Rebecca L. Cox

**Fondulac District Library
Fund Activity Report
September 29, 2025**

1 - GENERAL INVESTMENT FUND

| DATE | TRANSACTION | GENERAL | | | BOND | ILLINOIS | OP. RESERVE | | FUND |
|-----------|--|-----------------|--------------|-------------|-----------------|--------------|---------------|------------|-----------------|
| | | CHECKING | DONATIONS | IMPREST | CHECKING | FUNDS EPAY | CERTIFICATES | PETTY CASH | TOTAL |
| 8/25/2025 | Balance | \$ 997,971.45 | \$ 45,987.28 | \$ 1,772.39 | \$ 420,932.10 | \$ 61,830.20 | \$ 355,645.76 | \$ 50.00 | |
| 8/26/2025 | Deposit - Transfer from Donation account | \$ 500.00 | \$ (500.00) | | | | | | |
| 8/28/2025 | Checks Issued - Payroll | \$ (45,250.35) | | | | | | | |
| | Blue Cross Blue Shield | \$ (4,936.48) | | | | | | | |
| | IMRF - NCPERS | \$ (16.00) | | | | | | | |
| | The Metropolitan Life Insurance Company | \$ (405.97) | | | | | | | |
| | AFLAC | \$ (69.32) | | | | | | | |
| 8/29/2025 | Deposit - Nayax Reimbursement | \$ 74.20 | | | | | | | |
| | Deposit - Bank Account Interest | \$ 85.01 | \$ 3.65 | \$ 0.15 | \$ 34.51 | \$ 233.81 | \$ 1,131.90 | | |
| | Deposit - Credit Card Receipts | | | | | \$ 486.57 | | | |
| | Deposit - Imprest Reimbursement | | | \$ 36.58 | | | | | |
| | Voided Check | | | \$ 105.00 | | | | | |
| 9/2/2025 | Deposit - Tazewell County Taxes | \$ 260,120.19 | | | \$ 69,599.97 | | | | |
| 9/5/2025 | Deposit - Nayax Reimbursement | \$ 51.35 | | | | | | | |
| 9/11/2025 | Checks Issued - Payroll | \$ (44,078.47) | | | | | | | |
| | Blue Cross Blue Shield | \$ (4,936.48) | | | | | | | |
| | IMRF - NCPERS | \$ (16.00) | | | | | | | |
| | The Metropolitan Life Insurance Company | \$ (405.97) | | | | | | | |
| | AFLAC | \$ (69.32) | | | | | | | |
| 9/12/2025 | Deposit - Nayax Reimbursement | \$ 47.31 | | | | | | | |
| 9/19/2025 | Deposit - Nayax Reimbursement | \$ 96.83 | | | | | | | |
| 9/24/2025 | Deposit - Fines, Fees, Misc | \$ 4,357.57 | | | | | | | |
| 9/25/2025 | Checks Issued - Payroll | \$ (45,523.89) | | | | | | | |
| | Blue Cross Blue Shield | \$ (4,936.48) | | | | | | | |
| | IMRF - NCPERS | \$ (16.00) | | | | | | | |
| | The Metropolitan Life Insurance Company | \$ (405.97) | | | | | | | |
| | AFLAC | \$ (69.32) | | | | | | | |
| | Deposit - Nayax Reimbursement | | | | | | | | |
| 9/29/2025 | Checks Issued - Bills Paid by Check | \$ (42,351.22) | | | | | | | |
| | Checks Issued - Bills Paid Directly | \$ (17,296.60) | | | | \$ (23.18) | | | |
| | Checks Issued - Imprest | | | \$ (338.69) | | | | | |
| | Checks Issured - Bond Payment | | | | \$ (392,894.00) | | | | |
| 9/29/2025 | Balance | \$ 1,052,520.07 | \$ 45,490.93 | \$ 1,575.43 | \$ 97,672.58 | \$ 62,527.40 | \$ 356,777.66 | \$ 50.00 | \$ 1,616,614.07 |

2 - WORKING CASH FUND

| DATE | TRANSACTION | WORKING CASH | WORKING CASH | FUND |
|-----------|---------------------------------|--------------|---------------|---------------|
| | | ACCOUNT | CERTIFICATE | TOTAL |
| 8/25/2025 | Balance | \$ 17,940.32 | \$ 219,691.58 | |
| | Deposit - Bank Account Interest | \$ 1.43 | \$ 701.57 | |
| 9/29/2025 | Balance | \$ 17,941.75 | \$ 220,393.15 | \$ 238,334.90 |

3 - RESERVE FUND

| DATE | TRANSACTION | RESERVE | RESERVE | FUND |
|-----------|---------------------------------|--------------|-----------------|-----------------|
| | | ACCOUNT | CERTIFICATES | TOTAL |
| 8/25/2025 | Balance | \$ 67,392.94 | \$ 2,215,567.02 | |
| | Deposit - Bank Account Interest | \$ 5.35 | \$ 7,399.95 | |
| 9/29/2025 | Balance | \$ 67,398.29 | \$ 2,222,966.97 | \$ 2,290,365.26 |