

MISSION STATEMENT

The Winnebago Public Library provides all patrons access to a variety of well-organized resources, services, and technologies that enrich and empower the community and evolve with its cultural needs.

This time, date and purpose of the meeting are set forth in the following agenda:

WINNEBAGO PUBLIC LIBRARY BOARD OF TRUSTEES PUBLIC BOARD MEETING MINUTES Thursday July 16, 2026 6:30 pm

The meeting was called to order at 6:30 pm, by Gary Brown followed by the Pledge of Allegiance.

ROLL CALL

Gary Brown - present
Jacquie Olsen - present
Jim Ferrar - present
Wendy Bennett - ABS
Wanda Cwiklo -present
Heather Kaap - present
Rhonda Smallwood - present
Emily Gundry - Winnebago Public Library Director

Additions or Corrections:

6.3.2 Should be June not July

Public Comment:

No members of the public were present or available at the meeting.

Approval of Meeting Minutes:

A motion to approve the June 18, 2026 meeting minutes by Jim Ferrar, and seconded by Heather Kaap with corrections. Motion carried.

Reports, Discussion & Action Items:

President's Report:

President Gary Brown requested that the Board of Trustees recite the Winnebago Public Library Mission Statement together at the beginning of each regular board meeting as a reminder of the Library's purpose, goals, and commitment to serving the community.

Director's Report:
Update on the Fire Alarm

We have had the breaker trip twice in the past month. Nelson's Fire Protection came today to complete our annual inspection, and we spoke with the technician about the air leak.

He is planning to schedule an early morning appointment next week when a couple of technicians can come together. Someone will need to climb into the attic, so the work will need to be completed during the early morning hours.

In the meantime, Jim is installing the new compressor tomorrow morning. Instead of replacing the existing compressor, he is going to connect both compressors to separate electrical outlets. We are hoping this will prevent the breaker from tripping.

Restricted Donation

We received a restricted donation of \$100 from patron Daryl Brown in memory of Jay Leniz.

Daryl suggested several book topics for the memorial collection. I purchased five books covering those subjects and placed an "In Memory of Jay Leniz" bookplate inside each one. I mailed Daryl Brown and Jay Leniz's wife a letter along with a photograph of the books that were purchased. Daryl later called to say she loved the letter and appreciated that the pictures were included.

Patron Service

A patron came in with her mother last week looking for information on the history of Durand, Illinois. We shared Mr. Rowley's contact information with her, and she called him. He came to the library right away, and they spent several hours in the history room.

She was extremely pleased with the service she received and later donated \$100 to the library. I told John that if he has suggestions for additional materials for the Illinois Collection, we could use those donated funds for those purchases.

Treasurer's Report:

A motion to approve the June 2026 Reconciliation Detail Report, was made by Wanda Cwiklo and seconded by Rhonda Smallwood. Motion carried.

A motion to approve the Profit and Loss Budget vs Actual Report, was made by Wanda Cwiklo and seconded by Jacquie Olsen. Motion carried.

Grounds Maintenance/Facility:

No action needed. Tammy and Cassie had some confusion regarding the responsibility for the bushes and general grounds maintenance. Emily discussed the matter with David, President of the Garden Club, to clarify maintenance responsibilities moving forward.

Policy Manual:

No policies were presented for review or action at this time. Bring back a review on meeting room policy.

6.6 Personnel:

No personnel issues were discussed at this time.

6.7 Closed Session--Closed Session: 5 ILCS 120/2 (1): the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

Unfinished Business:

The truck for coffee on the Fourth of July was a no show. Anthony Love was contact. Update on Story Walk. Not moving forward until the Bile path is available.

New Business:

No new business was discussed.

Next Meeting:

Next Regular Board Meeting - August 20, 2026 at 6:30 pm
Winnebago Public Library - Upstairs
210 N. Elida St., Winnebago, IL 61088
815-335-7050

A motion to adjourn the meeting at 7:07 p.m. was made by Jacquie Olsen and seconded Heather K~~X~~aap. The motion carried.



Gary Brown - WPL Board of Trustees - President

Jacquie Olsen - WPL Board of Trustees - Vice-President



Wanda Cwiklo - WPL Board of Trustees - Secretary

