

**Carlock Public Library Board
Regular Meeting Minutes
Tuesday, October 21, 2025**

President, Beth Wagner, called the meeting to order at 6:30pm. Board members present were Beth Wagner, Nick Birky, Dawn Neblock, Cynthia Edmonds-Cady and Kevin Moore. Dave Garrison and Laura Stephenson were absent. Library Director Christie Lau was in attendance.

The Pledge of Allegiance was recited.

Public Comment:

- There was no public comment

Correspondence:

- There was no correspondence

Approval of Minutes:

- Regular Board Meeting from September 2025 - approved as read.

Reports:

- Library Director:
 - September monthly report –
 - In general, circulation is up from last year and holding steady from last month. Current and active attendance are also up from last year. Story time and the Fall Fruit Tree Wisdom were both very popular programs.
 - The director worked with our accountant to get the Illinois Comptroller's Report Completed.
 - The director completed preparatory work for the Tax Levy Ordinance including a submitted legal notice to be published in the October 9th edition of "The Quill".
 - Elementary school visits began again this month, featuring this year's theme "Types of Books".
 - All classes (kindergarten through 5th grade) visited in September, a total of 92 children and 8 adults.
 - Library staff was at the Carlock Community Market on September 2 and September 16, talking to 27 people about the library.
- President:
 - No report
- Secretary:
 - No report
- Finance Committee:
 - No report
- Policy Committee:
 - The Marketing Committee and Policy Committee were rescheduled to meet on November 3rd.

Financial Reports:

- Financial Statements through September 30th, 2025:

- Checking Account (\$123,747.46 Balance)
 - Corporate General Fund: \$55,674.47
 - Insurance Liability Fund: \$14,479.33
 - Social Security Fund: \$8,066.34
 - Building and Maintenance Fund: \$28,400.95
 - Gifts and Donations: \$11,727.64
 - Per Capita Grant: \$4,274.55

- Money Market Account (\$61,673.62)
 - Working Cash Fund: \$36,000.00
 - Special Reserve Fund: \$25,673.62

- Certificate of Deposit: (\$10,000.00)

- Loan
 - Balance = \$409,000.
 - New 5-year term with 5% interest rate, commenced with 9/30 closing
 - Next payment (exact unknown, but approximately \$40,000) due on 9/5/26.

Old Business:

- Director's & Officers Liability Insurance:
 - Further Discussion still needed. Every trustee should have filled out a 2 question survey.

- Tax Levy Ordinance:
 - The board will request more than the current 5% increase. The call for public opinion will be held at the next meeting in November.

- 2025 Illinois Public Library Standards:
 - With the standards of Finance & Budget, Governance & Administration, Human Resources and Information Services the board feels we are generally operating very well above the base standards.

New Business:

- The FY2025 Illinois State Comptroller Annual Financial Report was discussed and reviewed. Kevin motioned to approve the report. Cynthia seconded the motion. The motion passed unanimously.

The board meeting was adjourned at 7:37pm. Dawn made the motion to adjourn and Cynthia seconded the motion.

Upcoming meetings:

- Next regular meeting: November 18, 2025 at 6:30pm

Respectfully submitted,
Nick Birky, Vice President