

MINUTES  
REGULAR MEETING  
BOARD OF LIBRARY TRUSTEES  
PEORIA PUBLIC LIBRARY  
July 15, 2025

**CALL TO ORDER**

Board President Pro Tem Steven Marx called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:30 pm. This Regular meeting was held in the Lower Level 2 Conference Room at the Main Library, 107 NE Monroe St., Peoria, Illinois.

**PLEDGE OF ALLEGIANCE**

The President Pro Tem led the Pledge of Allegiance.

**ROLL CALL**

**Board Members Present:** Cecilia Buckner, Margaret Cousin, Kevin Kinne, Steven Marx, Roberta Parks, Jacob Roberts

**Board Members Absent:** Ruth Bittner, Scot Driscoll, Barbara Van Auken

**Library Staff Present:** Carolyn Conklin, Reference Assistant; Veronica De Fazio, Deputy Director; Elise Hearn, Programming Manager; Karla Wilkinson, Programming Librarian; Jennifer Jacobsen-Wood; and Randall Yelverton, Executive Director

**CORRESPONDENCE**

Correspondence since the last meeting was recognized. Veronica De Fazio shared handmade cards that the Outreach Department received after holding a pop-up library at one of the grade schools.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

- A. #2025-73: Request to Approve Minutes as listed below:
  - 1. Minutes of the Regular Board meeting of June 17, 2025
  
- B. #2025-74: Request to Approve Expenditures as listed below:
  - 1. Payroll for Period Ending June 21, 2025 \$145,366.57
  - 2. Payroll for Period Ending July 05, 2025 \$148,183.96
  - 3. Regular Expenditures for July 2025 \$560,438.49
  - 4. Capital Development Fund Expenditures for July 2025 \$ 15,584.00
  
- C. #2025-75: Request of the Executive Director to Approve Personnel Actions for the period ending July 11, 2025

- D. #2025-76: Request of the Executive Director to Receive and File Finance Reports for the month of June 2025
- E. #2025-77: Request of the Executive Director to Receive and File Library Use Statistics for the month of June 2025

A motion was made by Margaret Cousin, seconded by Jacob Roberts to approve Consent Agenda items #2025-73 through #2025-77. Motion passed unanimously.

## **ACTION ITEMS**

**A. #2025-78 First Reading: Revised Freedom of Information Act Policy**

No changes were suggested. The Revised Freedom of Information Act Policy will be put forth for a vote at the August meeting.

**B. #2025-79 First Reading: Revised Wireless Internet Policy**

No changes were suggested. The Revised Wireless Internet Policy will be put forth for a vote at the August meeting.

## **REPORT OF THE EXECUTIVE DIRECTOR**

**A. Programming Report**

A report from Elise Hearn was included in the Board packet.

**B. Summer Reading**

Yelverton noted that the Summer Reading Program ended on July 12. The family party will be held at the Riverfront Museum on July 16 from 5:30 to 8:30 pm, and the adult party will be held at Main on July 18 from 6:30 to 8:30 pm. He encouraged the Trustees to attend.

**C. Strategic Planning**

Yelverton reminded the Trustees of the Board retreat on July 28 as part of the next step in the Strategic Planning process.

**D. Planning Retreats**

All library locations will be closed on the morning of July 28 in order to allow all staff to participate in the planning retreat. The Library is providing breakfast to staff. All locations will reopen at 1:30 pm.

Since the Board retreat is from 5:30-8:30 pm, the Library will provide a light dinner.

**E. ALA Annual Conference**

Yelverton attended the American Library Association Annual Conference from July 26-June 30 in Philadelphia. He had a chance to talk to many library vendors, as well as hear presentations from library staff and leaders. Dr. Carla Hayden, the former Librarian of Congress, spoke about

her experiences of the last few months and left attendees with a message of hope and determination.

Yelverton also saw the film, *The Librarians* which will be airing on PBS's Independent Lens in the future. The film detailed the experience of librarians in Florida and Texas who have been fighting book bans. The filmmakers will be hosting screenings throughout the country. Yelverton is working on possibly holding a screening at the Library

**F. Meeting with Ruth Bittner**

Yelverton met with Ruth Bittner in her new role as President of the Library Board of Trustees.

**G. Library Insurance Update**

Member libraries attended the bi-annual meeting with the library insurance cooperative LIRA (Libraries of Illinois Risk Agency). LIRA is a collection of librarians organized by Gallagher Insurance. With the annual expenses paid by libraries, Gallagher establishes a SIR (Self-Insured Retention) fund that it uses to help pay off claims before the insurance coverage kicks in. They have established a fund of about \$870,000 and are on pace to be left with \$600,000 for the year. The SIR allows them to keep premiums lower and, in the past, has resulted in a savings check sent to libraries at the end of the year.

Gallagher suggested libraries plan for a 3% increase in insurance costs. Generally, the costs come in below the estimate.

**H. Name Badges for Board Members**

This will be discussed in more detail at the August meeting.

**I. Door Count and Circulation Statistics**

The visitor total for June 2025 was up 6.7% from June 2024. The circulation total for the same period was up 1.5%.

**STAFF COMMUNITY RELATIONS REPORT**

Veronica De Fazio highlighted some of the events in the report.

**REPORT OF THE LIBRARY BOARD LIAISON TO THE FRIENDS OF THE PEORIA PUBLIC LIBRARY**

Friends of the Library President, Margaret Cousin, reviewed the Treasurer's reports for May and June.

**COMMITTEE REPORTS**

- A. Building Committee – No Report
- B. Executive Committee – No Report
- C. Finance Committee – A committee meeting will be held before the next Board meeting.
- D. Nominating/Appeals Committee – No Report
- E. Personnel/Negotiations Committee – No Report

- F. **Strategic Planning Committee** – Steve Marx reported that the Planning Team met to discuss the Learning Report prepared by Fast Forward Libraries. The team also offered feedback on the agendas for the upcoming board and staff retreats on July 28.

The next committee meeting will be held August 5.

#### **OTHER BUSINESS**

Jacob Roberts reported back on information he had gathered from Fondulac Public Library regarding non-resident card fees. He will share more details with Yelverton.

#### **EXECUTIVE SESSION**

The Executive Session was tabled to August.

#### **AGENDA BUILDING**

None

#### **ADJOURNMENT**

The meeting was adjourned at 6:00 pm

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Roberta Parks, Secretary  
Board of Library Trustees  
Peoria Public Library