

**Parlin-Ingersoll Public Library Board of Trustees**  
**Minutes for March 19, 2025—4:00 p.m.**

**A.) Call to Order**

**Present:** Kevin Meade, Cathy Ludlum, Rhonda Vogel, Andrea Barbknecht, Sue Freiley, Carol Davis, Nate Jackson

**Absent:** Kim Freiley, Jana Emmons

**Staff Present:** Jessica Sparenberg

**B.) Approval of Previous Minutes:**

**Approved Motion:** Hearing no objections or corrections, the February 19<sup>th</sup>, 2025 minutes for the regular meeting were approved by unanimous vote. (Motion: A. Barbknecht; Second: S. Freiley).

**Approved Motion:** Hearing no objections or corrections, the February 19<sup>th</sup>, 2025 minutes for the closed Executive Session Meeting were approved by unanimous vote. (Motion: R. Vogel; Second: C. Ludlum).

**C.) Public Comments**

**D.) Communications**

**ALA Response to Executive Order to Dissolve Institute for Museum & Library Services**

Jessica Sparenberg shared information with the board regarding the Executive Order issued March 14, calling for the dissolution of the Institute for Museum & Library Services. Ms. Sparenberg shared potential impacts to the library at the local level, and the response of the American Library Association to the Executive Order. She also shared information gleaned from a member update provided by the Reaching Across Illinois Systems association, including ways to advocate for libraries and services provided through the IMLS. She shared letters drafted to send to state representatives to express the need for support for the IMLS and libraries.

**Library Theft Update**

Jessica Sparenberg shared that she had not heard any update from the Canton Police Department, other than that the suspect had been arrested. She stated that she had delivered a statement to the police estimating the cost of items which had been stolen.

**Statements of Economic Interest**

Jessica Sparenberg stated that she would be sending out Statements of Economic Interest received from the County Office at the end of March, certified delivery, unless someone needed an extension. She requested that any board members who did not intend to send their letter themselves, deliver them to her at the library as part of the package.

## **Open Meetings Act Certificates**

Jessica Sparenberg reminded board members to complete their annual Open Meetings Act training, and to submit certificates to her for the library file.

## **Bicentennial Day Preparations**

The library will be participating in events associated with the City of Canton's Bicentennial Celebration, slated to occur June 20 through June 29. Carol Davis shared that the events calendar was now live on the Bicentennial website at [www.cantonbicentennial.com](http://www.cantonbicentennial.com).

## **Director's Activities in February 2025**

Director activities in February: Rural Director's Group, Rotary Meetings, RAILS City Director's Group, ILA Advocacy Group Meeting, LTRG Meeting, Health Insurance Committee Meeting

## **E.) Director's Report**

### **1.) Consent Agenda for February 2025**

**Approved Motion:** The board voted unanimously to approve the consent agenda for February 2025 (Motion: N. Jackson; Second: C. Davis).

### **2.) Tax Levy Request Letter**

Jessica Sparenberg presented the Local Library Letter Notifying Municipality of Levy Request in the following amounts:

Corporate @ .15 (5% increase over the 2023 Levy amount of \$184,880)	194,150
Audit	6,075
IMRF	36,850
Social Security/Medicare	26,200
Tort/Liability/Safety	27,100
Total	290,375

### **3.) FY26 Budget**

Jessica Sparenberg distributed the first draft of the FY26 budget to the members of the board. The board discussed several ideas, including the possible impacts to funding due to the current administration, staff salaries and possible capital expenditures. The board decided to table the budget until the April meeting, as Ms. Sparenberg was still waiting on two quotes for Capital Expenditures.

#### **4.) Winsor/Downey Book Bundles & Preparations**

Jessica Sparenberg shared that she and Elizabeth Martindale had been busy preparing for Winsor/Downey Day, and book bundle distributions. She outlined events in place for Winsor/Downey Day, slated to take place on May 30<sup>th</sup>, 2025, and the theme for Summer Reading 2025, which is “Parlin-Ingersoll Goes Undercover”. Ms. Sparenberg also shared that with the availability of the Dolly Parton Imagination Library in Fulton County, which offers free books to children aged 0-5, the library would be distributing book bundles to children in the K-2<sup>nd</sup> grade age group, in order to save as much of the initial Winsor/Downey Donation as possible.

**Adjournment:** The meeting was adjourned at 4:32 p.m.  
(Motion: N. Jackson; Second: R. Vogel)

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_