

**ALLERTON PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
March 11, 2026**

The Allerton Public Library District Library Board of Trustees met on Wednesday, March 11, 2026. President Sue Gortner called the meeting to order at 4:01pm.

ROLL CALL

Present: Jeff Clodfelter, Sue Gortner, Mike Harris, Sue Lochbaum

Absent: Lynn Richardson, Ellie Tracy, Beth Manuel

Also in attendance: Sherry Waldrep

PRESIDENT’S REPORT

Nothing to report.

SECRETARY’S REPORT (approval of minutes)

Jeff Clodfelter moved to approve the February 11, 2026 minutes as written. Seconded by Mike Harris. Motion carried.

AYES: Jeff Clodfelter, Sue Gortner, Mike Harris, Sue Lochbaum

NAYS: 0

ABSTAIN: 0

CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS

Sue Lochbaum has had conversations with neighbors and acquaintances about library related topics. Many of them said not give library cards to kids who live in Sangamon township. Sue went on to suggest that we consider describing how library funding works. She also stated that people may not understand how digital items work as someone told her she is borrowing digital books just because she wants them to be used.

FINANCIAL REPORT (approval of Bills Payable)

Director Waldrep provided the financial report. No extra income this month. Mike Harris moved to approve and pay the bills. Seconded by Sue Lochbaum. Motion carried.

AYES: Sue Gortner, Jeff Clodfelter, Mike Harris, Sue Lochbaum

NAYS: 0

ABSTAIN: 0

DIRECTOR’S REPORT:

PROGRAMS FROM LAST MONTH:

In person programs: 37

Adult Bingo – 17

Yoga – 34

BYOB Book Group - 11

Story time – 38 (22 kids, 16 adults) Learn to Loop Knitting – 8 Teen/Tween D&D - 4

Lap time – 42 (21 kids, 21 adults) Non-Fiction Book Group – 6 Wits Workout - 9

Arthritis & Exercise – 9

Adult Movie – 0

Brain Blast Puzzles - 20

Playtime – 66 (39 kids, 27 adults) Crafternoon – 2 Puzzle Competition – 30
Read Out Loud @White Heath-21 Learn to Loop - 8 Winter Reading - 133
Super Saturday - Valentine's – 15 John Deere - 27

Virtual events: 1

Stine - 2

Passive programs: 5

Adult Activity Packets – 60 Adult Take and Make -25 Try Something – 30
Kids Take and Make - 30 Teen Take and Make – 30 Take Child to Library Day - 22

OTHER ITEMS:

Programming: Winter reading program ended with 133 participants. Summer program planning has begun.

Administrative: Have received the insurance policy renewals. Property/liability insurance is increasing 13% to \$5486.00; non-owned auto increased just a few dollars to \$202.77; umbrella coverage increasing 20% to \$799.92; Worker's compensation just a few dollars to \$1200; Directors and Officers remains the same at \$2210; and the Treasurer's Bond will most likely stay the same at \$1875 (that policy renewal comes in March). Attended a webinar to learn more about the Amazon Library Hub. Led the ILA Small and Rural Libraries (SARL) Forum meeting.

Building: none

Technology updates: Scott is working on adding microphone components to the program room which include a receiver, amplifier, microphone, and speakers. I've asked him to complete this by the end of April. Scott has gathered information for new VOIP phone system. Consolidated Communications (our current vendor) is who Scott recommends we go with because they offer support, and the messaging system is easier. Upfront cost is \$1860 with a monthly cost of \$254.65 (our current monthly cost is \$246/month). The board is ok going ahead with Consolidated Communications.

Community relations: Attended CEO Mentor/Mentee meeting.

Staff: Jill continues to train with Megan to learn more aspects of barcoding (there are a lot!). A total of five staff members (2 PT, 3FT) attended the virtual IHLS Member Day – a day of virtual professional development.

COMMITTEE REPORTS

Financial Committee (Manuel, Richardson, Lochbaum) - none

Personnel Committee (Gortner & Manuel) - none

Policy Committee (Lochbaum & Tracy) - none

Buildings & Grounds Committee (Clodfelter, Harris, Gortner) - none

UNFINISHED BUSINESS

Vote on extending the IGA with Monticello School District

Discussion - Would like to see the school approach Sangamon township to ask if they would consider adding library services for their township.

Jeff Clodfelter moved to table the discussion before proceeding with action due to the limited number of board members in attendance at the current meeting. Seconded by Sue Gortner. Motion carried.

AYES: Sue Gortner, Jeff Clodfelter, Mike Harris, Sue Lochbaum

NAYS: 0

ABSTAIN: 0

NEW BUSINESS - none

OTHER

Sue Lochbaum told the members of the Board that she might not run again for the board. She asked the board to consider people who might be interested in a Board position.

Mike Harris attended a trustee session on the IPLAR. He learned that personal addresses are not recommended for Trustee business. Director Waldrep has also recently learned this and suggested Gmail addresses, which is what other library Directors are using for their trustees. He also recommended that personal ILA membership be provided for each trustee.

ADJOURNMENT

Jeff Clodfelter moved to adjourn the meeting at 5:16pm. Seconded by Mike Harris. The next scheduled Board of Trustees meeting will be held on April 8, 2026 at 4:00pm.

Susan M. Lochbaum
Secretary

Sherry Waldrep
Acting Secretary