

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

The Allerton Public Library District Library Board of Trustees met on Wednesday, February 11, 2026. President Sue Gortner called the meeting to order at 4:00pm.

ROLL CALL

Present: Jeff Clodfelter (left at 5:15pm), Sue Gortner, Mike Harris, Ellie Tracy, Sue Lochbaum (left at 5:15pm), Beth Manuel

Absent: Lynn Richardson

Also in attendance: Sherry Waldrep, Maggie Woodham, Brooke Voss

PRESIDENT'S REPORT

President Gortner enjoyed watching the social media posts of the Stuffed Animal Sleepover program.

SECRETARY'S REPORT (approval of minutes)

Beth Manuel moved to approve the January 14, 2026 minutes as written. Seconded by Ellie Tracy. Motion carried.

AYES: Jeff Clodfelter, Sue Gortner, Mike Harris, Ellie Tracy, Sue Lochbaum, Beth Manuel

NAYS: 0

ABSTAIN: 0

CORRESPONDENCE, COMMUNICATIONS, PUBLIC COMMENTS

Beth Manuel mentioned that Terry Summers spoke at the recent Rotary meeting and that he was very complimentary of the library's property donation for Oberheim Park.

Brooke Voss shared information regarding the IGA between the library and the schools. She has only received positive feedback from parents about the IGA. She is hoping the library will continue to partner with the school by continuing the IGA. She has been promoting library programs and hears/sees people talking about library programs.

Maggie Woodham said the IGA is a huge benefit for students to have access to the library during summer and when school is not in session; it has been very beneficial.

FINANCIAL REPORT (approval of Bills Payable)

Beth Manuel provided the financial report. The next CD is due in May; interest rates have dropped a bit so rates will probably be lower. The January CPPRT check has been received. A check that was sent in the mail to pay an invoice was stolen and washed and rewritten for a much higher amount. Fraud paperwork has been filed with our bank. We are expecting to get reimbursed. Sue Lochbaum moved to approve and pay the bills. Seconded by Sue Gortner. Motion carried.

AYES: Sue Gortner, Jeff Clodfelter, Mike Harris, Ellie Tracy, Sue Lochbaum, Beth Manuel

NAYS: 0
ABSTAIN: 0

DIRECTOR'S REPORT:

PROGRAMS FROM LAST MONTH:

In person programs: 26

Adult Bingo – 16	Yoga – 21	BYOB Book Group - 11
Story time – 25 (16 kids, 9 adults)	Learn to Loop Knitting – 10	
Exploring Allerton Trails – 13	Crafternoon – 5	
Lap time – 53 (26 kids, 27 adults)	Non-Fiction Book Group – 6	
Paper Project Palooza – 19	Playtime – 57 (33 kids, 24 adults)	
Stuffed Animal Sleepover - 6	Super Saturday: PJ Storytime – 26 (18 kids, 8 adults)	

Virtual events: 1

Eng - 1

Passive programs: 5

Adult Activity Packets – 60	Adult Take and Make -24	Try Something – 20
Kids Take and Make - 30	Teen Take and Make - 30	

OTHER ITEMS:

Programming: The Winter reading program goes until the end of February.

Administrative: Submitted the Per Capita Grant application. Submitted a Records Disposal Certificate which was approved. Completed annual training requirement for OMA and also for FOIA. List of all trustees and director sent to the County Clerks Office for economic statements mailing. Sent 42 Cards for Kids letters. Attended webinars on the following: IPLAR changes, Library Days and Dates Calendar with speaker/lawyer Phil Lenzini and a webinar on Employment Law. Closed the library for two days due to inclement weather. Submitted IL Humanities grant for an adult program speaker. Received notification it was denied due to speaker schedule. More people are using the program room for work/study during non-program hours. In December we had 4 usages, in January we had 8 usages. Met with Terry Summers who asked if we could put the Declaration on Independence on the StoryWalk as part of the United States 250th Birthday. Emily is working on how to incorporate it along with a holiday themed book. He also provided an update on Oberheim Park and mentioned the trees/vegetation on the north side of the library will be cleared out this summer.

Building: Had Mattex come in January as main library area HVAC didn't seem to be completely warm. Unit needed minor service. Technician also adjusted the heating schedule for the back offices. Budgeted for computer station chairs this year and decided that the chairs I have in my office work well. Ask a few patrons their thoughts and they liked them.

Technology updates: none

Community relations: In regular communication with Kirby Community Outreach re: community pool pass offering that will be active in May. Attended Sages Read Committee meeting to plan for 2026.

Staff: Staff meeting held on Wednesday, February 4. Reviewed some of the 26-29 Strategic Actions/Goals. Worked with Jill (when Megan was gone) as she learns some of Megan's barcoding responsibilities.

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

Discussion regarding IGA renewal

The loss of revenue is about 10%. 50% of IGA cards have not been used since August. Some trustees are willing to absorb this so that kids have access to the library and indicate this is a step in the right direction. A trustee asked the school representatives if any parent has approached Sangamon Township to ask about a ballot referendum for the library. They are not aware. Reiterated that the school district would not be willing to pay the library for kid cards.

Mrs. Woodham asked about posting programs on the school's social media. They are allowed to share our programs from our Facebook page.

Beth Manuel made a motion to extend the IGA card expiration date to May 31, 2026.

Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Mike Harris, Ellie Tracy, Beth Manuel

NAYS: 0

ABSTAIN: 0

Discussion of 2026-2029 Goals/Actions

The board had seen the 2026-2029 goals/actions at the last meeting. No additional comments from the board. Beth Manuel moved to accept 2026-2029 strategic goals/actions as presented. Seconded by Mike Harris. Motion carried.

AYES: Sue Gortner, Mike Harris, Ellie Tracy, Beth Manuel

NAYS: 0

ABSTAIN: 0

NEW BUSINESS - none

OTHER - none

ADJOURNMENT

Mike Harris moved to adjourn the meeting at 5:39pm. Seconded by Beth Manuel. The next scheduled Board of Trustees meeting will be held on March 11, 2026 at 4:00pm.

Susan M. Lochbaum
Secretary

Sherry Waldrep
Acting Secretary