

Minutes of the Walnut Public Library
May 28th, 2025

Call to Order

A regular meeting of the Walnut Public Library was held at the library on May 28th, 2025. The meeting was convened at 5:38 pm by Kendra Jensen. Members in attendance were Gracelynn Dale, Emily Dietz, Megan Haley, Megan Hellrung, Kendra Jensen, and Dorian Woodbury. Jaclyn Trujillo was also present. Brenda Helms was absent. Jamie Rosenthal and Heidi Franklin are no longer members of the board, as their terms have ended.

A reorganization meeting was held.

- Brenda Helms was nominated as president by Kendra Jensen, seconded by Emily Dietz. All in favor, nomination passes.
- Kendra Jensen was nominated as vice president by Megan Hellrung, seconded by Megan Haley. All in favor, nomination passes.
- Megan Hellrung was nominated as secretary by Kendra Jensen, seconded by Gracelynn Dale. All in favor, nomination passes.
- Emily Dietz was nominated as Treasurer, seconded by Megan Hellrung. All in favor, nomination passes.

Gracelynn Dale and Megan Haley took the Trustee's Oath of Office.

Kendra Jensen called a special meeting to discuss the budget to order at 5:50 pm and adjourned the special meeting to discuss the budget at 7:10 pm to resume the regular meeting of the Walnut Public Library Board.

Secretary's Report

The April minutes were reviewed. Emily made a motion to approve April's minutes, seconded by Dorian. Approved as Read.

Treasurer's Report

Board members reviewed the enclosed financial reports for the month of April.

Funds were drawn from Hensel/Tornow accounts in April to cover general expenses.

Dorian made a motion to approve the treasurer's report and to approve the bills paid, seconded by Gracelynn.

Librarian's Report

April's Librarian's report was reviewed. Circulation is up.

UPS is making a profit and getting good reviews from the community.

Jackie shared that current programming is going well, and the library is adding a new collaboration with the University of Illinois Extension, which will be a Nutrition and Wellness Program.

Jackie reviewed the Director's Notes and upcoming programs with the board.

The library will renew the boundless contract for an annual fee of \$360.

Unfinished Business

The board discussed and requested gathering additional quotes from architects who also do design for building improvements, as numerous projects would need to be quoted with multiple steps involved.

Jackie will also gather information about the most financially responsible way to proceed with financing the project.

Jackie shared the policies that will need to be reviewed by the board in the near future. These include the Disaster Plan, Programming, Marketing, Employee Manual, and Long Range Plan.

Action Items

Kendra Jensen made a motion to approve the subscription to Overdrive/Libby with a contract for a \$1500 annual fee, seconded by Gracelynn, motion passed with a roll call vote.

Gracelynn - Y, Emily - Y, Megan Haley - Y, Megan Hellrung - Y, Kendra - Y, Dorian - Y

Emily Dietz made a motion to review the HR Source contract for the year for an annual rate of \$220, seconded by Kendra, all in favor, motion passes

Closed Session

None

Items for Next Month's Agenda

The board will hold a budget meeting on June 10th, 2025, @ 4 pm.

The next regularly scheduled board meeting will be on June 18th, 2025, @ 4 pm.

Adjournment

Kendra made a motion to adjourn the meeting. The meeting adjourned at 7:56 pm.


Secretary's Signature

6/18/25
Date