

Minutes of the Walnut Public Library
January 21st, 2026

Call to Order

A regular meeting of the Walnut Public Library Board was held at the library on January 21st, 2026. The meeting was convened at 5:33 pm by Brenda Helms. Members in attendance were Brenda Helms, Gracelynn Dale, Emily Dietz, Megan Hellrung, Kendra Jensen, and Jaclyn Trujillo. Absent were Megan Haley and Dorian Woodbury.

Secretary's Report

Board members reviewed the enclosed financial reports for November. Kendra made a motion to approve July's minutes, seconded by Dorian. Approved as Read.

Treasurer's Report

The board reviewed the monthly financial statements. All items appeared standard.

Brenda made a motion to authorize the treasurer's report and to approve the bills paid, seconded by Kendra. Brenda - Y, Gracelynn - Y, Emily - Y, Megan Hellrung - Y, Kendra - Y. Motion passes.

Librarian's Report

The Palace Project app launched mid-month and has been experiencing glitches. Staff will continue monitoring and reporting issues.

The next quarterly update meeting will be held in Princeton next month.

Jaclyn met with TRIA on January 9th for a facilities assessment and space needs analysis. TRIA will provide recommendations and concerns. The main concerns were expected to be pull alarms for the fire system and exits.

A donation, previously voted to remain in shares, cannot stay in shares at this point. The board discussed options for reallocating the funds.

The library's third-party ComEd representative contacted the library regarding the Dynegy contract. His recommendation is to wait until early February to lock in a renewal rate.

The library will purchase the Serving Deaf Patrons in the Library training for 120.

The board reviewed the handbook, staffing responsibilities, and staffing hours updates since the November meeting. Staffing coverage was reviewed to ensure two people are present when needed. Staff evaluations are planned to be completed in April. The board discussed options for reviewing the PTO policy and revisions that may be needed. The board discussed the possibility of purchasing a library cell phone and library board emails for professional usage.

The board reviewed the Standards: Access section.

Jaclyn updated the board on the new cameras. The new cameras have been installed and are functioning well.

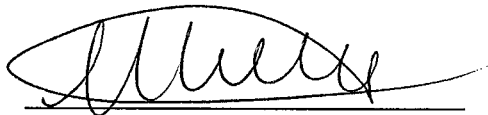
Action Items

Brenda made a motion to deposit the Ganshow donation into the donations account until the Community State Bank CD comes due for a 6-month term, seconded by Kendra. Brenda - Y, Gracelynn - Y, Emily - Y, Megan Hellrung - Y, Kendra - Y. Motion passes.

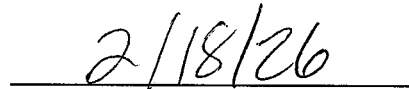
Motion to allow Jackie to approve the renewal price with Dynegy Energy Services, LLC for a TBD period of time in February by Brenda, seconded by Kendra. Brenda - Y, Gracelynn - Y, Emily - Y, Megan Hellrung - Y, Kendra - Y. Motion passes.

Adjournment

Brenda made a motion to adjourn. The meeting adjourned at 6:52 pm.



Secretary's Signature



Date