

**Farmington Area Public Library District
Regular Board Meeting Minutes
Tuesday, April 14, 2026, 6:00 p.m.**

I. CALL TO ORDER

President Connell called the meeting to order at 6:03 p.m.

II. ROLL CALL AND DETERMINATION OF QUORUM

Roll Call by Secretary Lettow - members present: Linda Bearden, Emylee Bitner, Maggie Connell, Kristi Gronewold, Elise Haroldson, Nick Hoffmann, Nicole Lettow. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

III. RECOGNITION OF VISITORS TO THE MEETING

No Visitors

IV. APPROVAL OF THE AGENDA

Trustee Lettow moved to approve the agenda. Trustee Haroldson seconded. There was unanimous approval.

V. PUBLIC INPUT

No Input

VI. COMMUNICATIONS TO THE BOARD

No Communications

VII. REGULAR BOARD MEETING MINUTES: FEBRUARY 10, 2026

Trustee Bitner moved to approve the minutes. Trustee Gronewold seconded. There was unanimous approval.

VIII. BILLS FEBRUARY 2026

Approval of bills: Resolved that the bills in the amount of \$8,947.43 be approved. Trustee Lettow moved to approve the February 2026 bill list. Trustee Haroldson seconded. The roll call vote was unanimous in approval.

Approval of bills: Resolved that the bills in the amount of \$17,697.92 be approved. Trustee Gronewold moved to approve the March 2026 bill list. Trustee Hoffmann seconded. The roll call vote was unanimous in approval.

VIIII. TREASURER'S REPORT FEBRUARY 2026 and MARCH 2026

Trustee Bearden moved to approve the Treasurer's Report for February 2026 and March 2026. Trustee Bitner seconded. The roll call vote was unanimous in approval.

IX. DIRECTOR'S REPORT

G-M Mechanical fixed the heating system, replaced one of the faucets in the men's restroom and the faucet in the community room. They will also be doing annual HVAC maintenance in the spring and fall. Facet Technology replaced the raspberry pi on cataloging computer number one. Hutchinson Engineering received the plans for the Poligon pavilion and put together the bid information. On March 24 the bid announcement was in the paper, and the bid opening was scheduled for April 9 at 11:00 a.m.

Director Seaborn filed for E-Rate and received acceptance for the Per Capita Grant. She applied for the Libraries Transforming Communities: Accessible Small and Rural Communities Grant Round 4 in mid-December. In mid-March she received notice that we were awarded \$10,000. These funds will be used to help fund the future sound garden.

The library was awarded the “Service Above Self” award at the Farmington Rotary Annual banquet. This was a tremendous honor. Director Seaborn was awarded the Paul Harris Fellow award that night as well. The Rotary donated \$1,000 to the Rotary Foundation in her name in recognition of her “service above self”.

Director Seaborn has attended several directors’ meetings. She has also attended several webinars. Six staff members attended RSA Day in Macomb on April 8th.

The adult non-fiction weeding project of materials that have never checked out is finished. Currently we are weeding juvenile and young adult non-fiction with the same criteria. New materials continue to be purchased in a wide variety of genres.

There are three weeks of after school clubs left and we are getting ready for our summer reading program. Donation letters were sent out last month. So far we have received \$1,780 along with some in-kind contributions. This Saturday is the Potato Derby.

The auditor finally reached out to us with the completion of the review. He asked that we review the report for any discrepancies, and a few were found. Once we receive the final report, it will be sent to the S&P Global ratings and published in the paper that it is available for the public to view.

X. COMMITTEE REPORTS

A. Building Committee Minutes

President Connell shared the highlights from the last building committee meeting.

XI. UNFINISHED BUSINESS

No Business

XII. NEW BUSINESS

A. Pavilion

President Connell explains how the bid opening was conducted. There were four bid packets turned in. By law, the lowest bidder is awarded the contract.

Trustee Lettow made a motion to award the pavilion contract to Illinois Civil Contractors, Inc. (ICCI) in the amount of \$231,530.70. Trustee Haroldson seconded. The roll call vote was unanimous in approval.

B. Confidentiality of records

Director Seaborn stated there were no changes to this policy.

Trustee Hoffmann moved to approve the Confidentiality of Records as presented. Trustee Gronewold seconded. There was unanimous approval.

C. Drug and alcohol-free library policy

Director Seaborn presented the policy without changes.

Trustee Bearden moved to approve the Drug and Alcohol-Free library policy as presented. Trustee Hoffmann seconded. There was unanimous approval.

D. Collection & selection development Policy

Director Seaborn explained the changes made to this policy. She and the board reviewed and discussed it.

Trustee Lettow moved to approve the Collection & Selection Development Policy as presented. Trustee Gronewold seconded. There was unanimous approval.

E. Reconsideration Request Procedure

No changes were made to this policy.

Trustee Lettow moved to approve the Reconsideration Request Procedure as presented. Trustee Haroldson seconded. There was unanimous approval.

F. Gifts to the Library

Director Seaborn pointed out one minor change in wording to this policy.

Trustee Bearden moved to approve the Gifts to the Library as presented. Trustee Bitner seconded. There was unanimous approval.

G. Material Donation Policy

Director Seaborn highlights the changes made to this policy. She and the board reviewed and discussed it.

Trustee Haroldson moved to approve the Material Donation Policy as presented. Trustee Hoffmann seconded. There was unanimous approval.

H. Statement of Economic Interest Forms

Director Seaborn accepted the completed forms from the Trustees.

XIII. CLOSED SESSION

No Closed Session

XIV. ADJOURNMENT

Trustee Lettow motioned to adjourn the meeting. Trustee Bitner seconded. There was unanimous approval. The meeting was adjourned at 7:01 p.m.

Respectfully submitted,

Nicole Lettow, Secretary
Jeanne Thomas, Recording Secretary