Morris Area Public Library
June 8, 2026
Board of Trustees General Meeting Minutes
6:30 pm
Morris Area Public Library Conference Room

Minutes-

1. **Call to Order and Roll Call**
   a. Called to order at 6:31 P.M.
   b. Roll Call: Cummings, Keavney, Keegan, and Peterson were present. Ebert, Geiger, and Russell were absent.
   c. Library Interim Director Barowsky was present, along with guests Burton, Eallonardo, Fischer, and Sargent
2. **Review of Agenda for Additions/ Changes**:
   a. A motion was made by Keavney and seconded by Cummings to add to the agenda, under unfinished business, an action to retain Barwosky as a transition lead. Approved 4-0
3. **Construction Update -**
   a. Eallonardo
      i. The contractor has met substantial completion as of June 5, and the punch list should be completed within a month. The completion date should be near July 4.
      ii. The final inspection from the village will be on Thursday, and the Fire Department will follow soon after.
      iii. Payment #9 is ready for Narvick.
      iv. Regular drywall was used on the ceiling instead of sound-deadening drywall. Narvick added extra insulation to help with the sound. An evaluation of the noise level will be conducted to determine whether specialty paint is needed.
      v. Narvick will generate closeout documents with information and warranties for materials.
4. **Correspondence, Communications, and Public Comment**
   a. None
5. **Consent Agenda**
   a. A motion was made by Cummings and seconded by Keegan to approve the consent agenda as presented, and it was approved 4-0.
6. **Ordinances**
   a. Ordinance 20260608-04
      i. Cummings moved, and Keegan seconded, the amendments to the Budget and Appropriations Ordinance for the Fiscal Year 2025 - 2026. Approved 4 - 0
   b. Ordinance 20260608-05
      i. Cummings moved, and Keegan seconded, the ordinance establishing the time, place, and Date for regular meetings for fiscal year 2026-2027. Approved 4 - 0
7. **Finance**
   a. Cummings moved, and Keegan seconded, a motion to approve the working budget FY 2026 - 2027. Approved 4 - 0.
8. **Interim Director's Report**
   a. Community
      i. Free Comic Book Day was a huge success with 252 attendees. Scooby Doo resonated well with all ages, and we intend to make this an annual event.
      ii. Burton and Meyer represented Morris Area Public Library at Jennifer Garden's Senior event.
      iii. Burton represented Morris Area Public Library at the Government Day at the Morris YMCA.
      iv. Circulation numbers were good.
   b. Programs
      i. 63 registered for the Summer Adventure program in the first 6 days it was open. The Laura Ingalls' kick-off event was well attended.
      ii. The Grundy County Community Foundation will provide a grant for Teen Students to attend the ISU Shakespeare in the Park in July.

- **c.** Building
    - i. The A/C went out during the last week of May in unit #2, which serves the upstairs workroom. It has been repaired.
    - ii. The elevator door is once again leaking oil and continues to experience occasional malfunctions. Temporary repairs are no longer resolving the issue, and a permanent solution is needed to ensure the elevator remains safe and reliable for patrons and staff.
    - iii. Berndt reached out to Additional elevator service companies. Still, they indicated they would need a service agreement before they would even come out to provide an estimate, and we already have a contract with OTIS. Karen will contact the Attorney General's Office to see how we can get quotes for a larger repair if we are under a service contract.
- **d.** Professional Development
    - i. Staff logged over 20 hours of Professional Development in May while completing comprehensive Sierra retraining. The training focused on strengthening staff knowledge and ensuring consistent use of the system. Building on this effort, ongoing training and refresher opportunities will be implemented to support continued staff development and operational efficiency.
- **e.** Follow up
    - i. OSCAR is in the repair shop again. Cummings recommended that we get a quote from another repair shop.
    - ii. Insurance coverage for staff vehicles as they drive Homebound Materials was discussed.
    - iii. The Library hosted an on-site visit from the Illinois State Library on May 14 as part of the May 14 review process per our Per Capita Grant. During the visit, we discussed our accounting procedures and reviewed how grant funds were allocated and utilized throughout the year.
- **f.** Other Information
    - i. The following items were updated in the Policy Manual Appendix: Parental Consent for Computer, Internet, and Electronic Resources Use and Library Card Applications.
    - ii. The FY2026 Audit is scheduled for August 11

9. President's report

- **a.** J. Hanson signed her offer letter and returned it to the library. Barowsky can send out a press release on the New Director.
- **b.** After the New Director starts, we can schedule a grand opening event and a meet-the-new-director event.

10. Vice President's Report

- **a.** None

11. Committee Reports

- **a. Finance Committee (Geiger)**
    - i. None
- **b. Facilities & Technology Committee (Ebert/Russell)**
    - i. None
- **c. Personnel & Policy Committee (Cummings/Keavney)**
    - i. None
- **d. Strategic Plan Committee (Keavney)**
    - i. None

12. Review of Illinois Library Standard - Barowsky

- **a.** Governance and Administration
    - i. Work needs to be done on the succession plan, strategic plan, and trustee orientation packets.
    - ii. A reference page from the ILA on the job descriptions of the Library Director, Library Board, and Friends of the Library was handed out.

13. Unfinished business

- **a.** After looking over the Elevator Door estimate, the board asked for a breakdown of costs between parts and labors and to have Barowsky contact the Attorney General's office to see about handling the bidding process, since everyone needs a signed service contract before they can look at an elevator. Further Discussion on replacing the elevator door will occur in July.

b. Keavney motioned and Keagan seconded a motion to move Interim Director Karen Barowsky to an administration transition lead with current salary starting on July 1 for 90 days, Approved 4 - 0
c. The New Director Hanson will start on July 1. She will get a cellphone, keys to the Building and all computer access. Banking access will start being processed after 30 days making sure that it always has 2 names on every account. Barowsky will have the opportunity to cut back to 4 days while she is onboarding Hanson on: the Director's position, payroll, Sierra, and the computers. Barowsky will attend all of the committee meetings with Hanson and every committee will meet at least once a month. Barowsky will lead the July Board meeting.

14. **New Business**
    a. None
15. **Other**
    a. Signage is needed for the back door and the parking lots.
    b. Bike racks need to be considered for the back parking lot.
    c. Need to research one of the repair bike racks that let patrons do basic repairs to their bikes, and possible grant funding.
16. **Executive Session**
    a. None

Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.
Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given the power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office when the public body is given the power to remove the occupant under law or ordinance.

17. **Action on Executive Session**
    a. None
18. **Adjournment**
    a. A motion was made to adjourn the meeting at 8:00 P.M. by Keavney and seconded by Peterson

_________________________________ , Board Secretary