

Minutes for Lyons Public Library Board of Trustees Meeting

September 16, 2025

Meeting was called to order at 6:34 PM in the Community Room of the Library.

Trustees in Attendance: Gary Bennett, Joan Wallis, John Hawman, Matt Owen, Leslie Shaw, and Leisel Everdyke (Arrived 6:50).

Others in Attendance: Kristina Braell, Director and Bernie Carroll, Geneva Public Library

Mary LaGasse-Tatem was excused

Public Comments: Gary Bennett introduced Bernie Carroll from the Geneva Public Library for consideration of the Treasurer position. Mr. Carroll reviewed a handout example of what he currently does for the Geneva Public Library and discussed his close working relationship with Sharon Arthur. Discussion about changes to the Bylaws will be presented at the next meeting. Mr. Carroll answered a few questions from the Trustees regarding procedure and integration with our existing reports.

Approval of Minutes: Gary Bennett and Kristina Braell discussed minor revisions to the proposed minutes.

- ❖ Motion to approve the minutes with revisions was made by Joan Wallis and seconded by Matt Owen. Motion was carried unanimously.

Budget Report: Budget Report was reviewed as part of the introduction of Mr. Carroll.

Director's Report: Kristina Braell reviewed the Director's Report.

Committee Reports: Joan Wallis reviewed the Facilities Committee Meeting notes. Discussion included the focus on roof issues and completing the Lower-Level renovations.

Old Business

- **Parking Lot Updates:** No further updates at this time.
- **ByLaws Change – Treasurer Position:** As noted above.
- **Winter 2025-2026 and Mowing 2026 Estimates:** Discussion regarding current performance and estimates from Blades & Spade Landscaping.
- ❖ Motion to approve Blades & Spades Landscaping for 2025-2026 snow removal and 2026 mowing was made by Joan Wallis and seconded by Matt Owen. Motion was carried unanimously.

- **Meeting Room Use Policy and Applications Draft:**
 - ❖ A motion was made by Leslie Shaw to accept the revised Meeting Room Use Policy and seconded by Leisel Everdyke. Motion carried unanimously.
- **Meeting Room Policy – Hours and Availability:** Discussion focused on staff flexibility. Kristina Braell shared comments and concerns from the staff regarding additional hours. It was agreed that Kristina will come up with revised wording for the next meeting.
- **Director's Agreement Draft and Personnel Policy Draft:** Discussion followed regarding the calculation of personal time and the numbers being used to calculate it.
 - ❖ A motion was made by Joan Wallis to authorize Gary Bennett to finalize and the agreement based on the recommendations noted and was seconded by Leslie Shaw. Motion carried unanimously.
- **Director's Evaluation:** Tabled for the next meeting.

New Business

- **Personal Policy Changes – Library Closures Due to Weather:** Tabled for the next meeting.
- **Changes to LNB Credit Card Account:**
 - ❖ A motion was made by Matt Owen to remove Joseph O'Toole from the LNB Credit Card Account and add Kristina Braell and was seconded by Leslie Shaw. Motion was carried unanimously.
- **Minimum Standards Compliance Policy:** Tabled to the next meeting.
- ❖ Motion was made by Leisel Everdyke to enter Executive Session at 8:20 PM and was seconded by Matt Owen. Motion was carried unanimously.
- ❖ Motion was made to leave Executive Session by Joan Wallis and seconded by Matt Owen. Motion carried unanimously.
- ❖ A motion to approve the bills was made by Joan Wallis and seconded by Leisel Everdyke. Motion carried unanimously.

- ❖ A motion to adjourn was made by Matt Owen and seconded by Leslie Shaw.
Motion carried unanimously.

Meeting was adjourned at 8:30

Respectfully submitted by John Hawman, Secretary