CARLOCK PUBLIC LIBRARY DISTRICT
Board of Trustees: Regular Meeting Minutes
Tuesday, October 20, 2026

Regular Meeting of the Board of Trustees

President Beth Wagner called the meeting to order at 6:32 p.m. Board members present were Nick Birky, Cynthia Edmonds-Cady, Kevin Moore, and Dawn Neblock. David Garrison and Laura Stephenson were absent. Library Director Christie Lau was in attendance.

The first order of business was an insurance presentation from Patrick Cook of the Cook and Kocher Insurance Group via Zoom.

Mr. Cook completed his presentation and left the meeting at 7:05 p.m.

The Pledge of Allegiance was recited.

Correspondence

-There was no correspondence

Public Comment

-There were no members of the public present.

Approval of Minutes

-Regular Board Meeting September 2026: minutes were approved as read.

Reports

Library Director

September 2026 Director's Report

- Circulation statistics remain steady
- September library attendance was 914; it has ranged from 853 to 940 in the preceding five Septembers
- There were 12 programs and two events in September, with attendance of 185 There were
- Elementary school visits resumed in September; all classes visited the library this month
- Administration:
  - Work continues on the security/technology grant
  - The FY2026 IPLAR was approved on September 30
  - The FY2026 Illinois Comptroller's Report was submitted
  - The Illinet Interlibrary Loan and Reciprocal Borrowing Statistical Survey was submitted on September 15
  - Required ordinances and supporting documents were filed with the McLean and Woodford County clerks

FY2027 First Quarter Report

- Physical circulation was 4,961 and digital circulation was 1,856 for total of 6,817, down slightly from FY26 1st quarter total circulation of 6,900.
- We borrowed 1,202 materials from other libraries for our patrons and loaned 928.
- 39 new library cards were issued this quarter and 42 were renewed.
- Library usage remains steady: 2,905 in 2027 and 2,958 in the first quarter of FY2026
- Social media followers continue to increase and the monthly newsletter is emailed to 555 recipients.

President: No report

Secretary: no report

Finance Committee: no report

Marketing Committee: no report

Policy Committee: no report

Treasurer

- In Dave's absence, Christie briefly reviewed the September financial reports and the tax distributions received so far in FY2027

Old Business: None

New Business

- Insurance Presentation Discussion: Board members briefly discussed Mr. Cook's presentation and agreed to revisit the insurance quote at next month's meeting.
- IL Public Library Standards: The Board reviewed four standards in preparation for completing the Per Capita Grant application in January: Finance & Budget; Governance & Administration; Human Resources; and Information Services. The final four standards will be discussed at the November meeting.
- Board of Trustees Best Practices / Assessment: Christie distributed an assessment form for each Trustee to complete. The assessment is intended to help Trustees recognize and discuss the Board's performance in the areas of orientation and development; board member actions; board meetings; knowledge and understanding; and board responsibilities. Trustee responses will be tabulated and the results will be discussed at the November meeting.
- Illinois Library Association Trustee Day Overview: Dawn attended the ILA Conference on Thursday, October 8. She attended several information sessions and visited the vendor display area. She was able to visit with a number of vendors, library directors, and trustees from other libraries.

Upcoming Meetings

The next regular board meeting: November 17, 2026, at 6:30 pm

Kevin made a motion to adjourn the meeting. Beth seconded the motion. Motion carried unanimously. The meeting adjourned at 8:08.

Respectfully submitted,
Nick Birky, Vice President