ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August 18, 2026
7:00 P.M.
MINUTES

President Nelson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

ROLL CALL
Present: Paul Nelson, President; Anja Tranter, Vice President; Michael Golden, Treasurer; Patricia Schumacher, Secretary; Members: Renee Fitzgerald, Maureen Voypick
Not present: Anne Boehne

Also present: Ridgeway Burns, Library Director; Jackie Stork, Assistant Director/Youth Services Department Head; Carrie Straka, Adult Services Department Head

PUBLIC COMMENT

None

SECRETARY'S REPORT
Approval of Minutes from Tuesday, July 21, 2026

Maureen Voypick made and Anja Tranter seconded a motion to approve the minutes of the Tuesday, July 21, 2026 meeting as presented.

The motion carried on the following:

Voice Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

FINANCIAL REPORT

1. **Approval of Bills Payable (ACTION- ROLL CALL VOTE)**

Michael Golden made and Renee Fitzgerald seconded a motion to approve the Bills Payable in the amount of $79,222.49.

- Question: Are we all good with the village? We are.
- The Visa paperwork is for the new fridge in the staff room.
- The last invoice for Shales is included this month.
- There was a discussion regarding the village on the check register.

The motion carried on the following:

Roll Call Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

2. **Treasurer's Report**

- Discussion regarding agreement with village in communication

- Discussion of status of village finance director position

PRESIDENT'S REPORT

- The Pokémon party looked amazing, 180 people attended.

LIBRARIAN'S REPORT

- Reminder: Oktoberfest Business Appreciation Night is September 10. RSVP to Ridgeway, and he will register you.
- The certificate of deposit was renewed at a higher rate.
- The cones near the front door are blocking a bollard that someone backed into.
- SWAN Expo is on Friday, August 21.
- There was an action plan update.
- Question about the parking lot being resealed
- How is the phone upgrade going?
- Question about the RTU replacements
- Review of staff day

OLD BUSINESS

1. **Discussion of IL Library Standards: Safety & Emergency Preparedness (INFORMATIONAL)**

2. **Approval of Revised Library Mission (ACTION- VOICE VOTE)**

The motion to approve the Revised Library Mission was tabled until next month.

- Discussion regarding other libraries' mission statements
- All ideas will be collated and discussed at the next meeting.

NEW BUSINESS

1. **Review of Fraud Training Materials (INFORMATIONAL)**

- A portion of the fraud training was shown to give an idea of what staff are learning.

2. **Approval of Library Values Statement (ACTION- VOICE VOTE)**

Maureen Voypick made and Anja Tranter seconded a motion to approve the Library Values Statement.

- There was a discussion of some of the phrasing.
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The motion carried on the following:

Voice Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

3. **Approval of 2026 Non-Resident Library Card Resolution (ACTION- VOICE VOTE)**

Renee Fitzgerald made and Anja Tranter seconded a motion to approve the 2026 Non-Resident Library Card Resolution.

The motion carried on the following:

Voice Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

4. **Building Walkthrough (INFORMATIONAL)**

EXECUTIVE SESSION

1. **Motion to adjourn to Executive Session pursuant to the Open Meeting Act, Section 29 for meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. (ACTION- VOICE VOTE)**

None

ADJOURNMENT
With no further business before the Board, Michael Golden made and Maureen Voypick seconded the motion to adjourn.

The motion carried on the following:

Voice Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

The meeting was adjourned at 7:59 p.m.

The minutes were taken by Carrie Straka.

I hereby note these minutes as approved.

Patricia Schumacher, Secretary

9/15/2026
Date