

**WILLIAMSVILLE PUBLIC LIBRARY AND MUSEUM**  
Board of Trustees' Regular Board Meeting  
Tuesday, March 17, 2026  
6:00 P.M. at the Williamsville Public Library and Museum  
**Minutes**

**Roll Call**

With a quorum present, the regular meeting of the Williamsville Public Library and Museum Board of Trustees, held on Tuesday, March 17, was called to order by Kim Knox, President of the Board of Trustees at 6:02 P.M.

**Members Present:**

Kim Knox, President; Alice Lasswell, Vice President; Ryan Roberts, Treasurer; Katherine Becker, Secretary; Patsy Cowsert, Trustee; Judy Krell, Trustee

**Member Absent:** Jen Heintzman, Trustee

**Employees Present:**

Natalie Albers, Director

**Approval of Secretary's Minutes**

The Board reviewed the minutes for the February 2026 Board Meeting. Alice Lasswell made a motion to approve the minutes as presented. Patsy Cowsert seconded the motion. All ayes. Motion carried.

**Public Acknowledgment**

No public present.

**Treasurer's Report**

Natalie Albers provided the financial reports for February 2026. Transactions from the checking account, petty cash, outdoor education, checking and regular savings account were reviewed. Most of the expenses paid from the checking account were for utilities, programming, and the purchase of new library materials. Patsy Cowsert made a motion to approve the treasurer's report. Judy Krell seconded the motion. All ayes. Motion carried. A full copy of this report is attached to the official copy of these minutes.

**Director's Report**

The Director's Report for February 2026 was reviewed by the board. Program statistics, fees collected, and checkout numbers by platform were provided to board members. Voting for the Lego Building Challenge and the Route 66 Bookmark Art has begun. The winner of the Lego Challenge will win a prize bag and the top 3 bookmark designs will receive local gift cards and the designs will be made for distribution. The Spring Book Adoption will be May 2 - May 9 and the FFA plant sale will also be on May 2nd. Clean Impact completed a thorough clean of WPLM on March 7-8. Power washing the exterior is also scheduled for March 20 and 21. The Director will be attending a professional development training hosted by the Illinois Library Association April 27-30. Execution of the \$20,000 ALA grant is in progress. More purchases will be made for indoor and outdoor use before April 2026. Ongoing events include: Coffee hour, Adult Exercise class that will continue through May, Lego challenges, craft/activity stations, puzzles and more. Upcoming events include:

Spring Craft Workshop, Easter Bunny with Crafts and Activities, Friends of WPLM Meeting, UIS Radon Dangers & Detection seminar, Spring Book Adoption, 1000 Books Before Kindergarten Rewards Event, and Gardening Workshop. The Director attended the Village of Williamsville Human Resources Committee meeting to request a promotion of a WPLM associate to the position of Outreach Associate. The request was approved. During the meeting, the Director provided an overview of WPLM services, ongoing opportunities and upcoming events. Income collected from February 2026 totaled \$146.90 that included fees, replacement of items, interest and donations.

### **Committee Reports**

No Committee Reports

### **Friends of the Library**

The Friends of WPLM will meet again in April 2026.

### **Unfinished Business**

#### *New Illinois Library Standards*

The Director and Board reviewed the Illinois Public Library Standards pertaining to: Access, Advocacy & Community Engagement, Buildings and Grounds, Collection Management, Finance & Budget.

#### *IHLS Trustee Training*

Board members are to sign into the iLead Portal to keep track of their annual trainings.

### **New Business**

#### *Economic Interest Statements*

The annual Economic Interest Statements have been emailed to the Board members.

#### *Sexual Harassment Training for Trustees*

The annual Sexual Harassment Training has been made available for Trustees to complete.

### **Other Business**

#### *Local Oral History*

Please contact the Director if you have an individual in mind for an interview for Williamsville Local History Project.

#### *WPLM Donations*

WPLM appreciates recent donations and is always open to suggestions for future local history displays, services, or programs.

### **Adjournment**

Alice Lasswell made a motion to adjourn at 6:59 P.M.; Judy Krell seconded the motion. All ayes. Motion carried.

Respectfully submitted,

Katherine Becker

Secretary, Williamsville Public Library and Museum Board of Trustees