WILLIAMSVILLE PUBLIC LIBRARY AND MUSEUM
Board of Trustees' Regular Board Meeting
Tuesday, September 15, 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, September 15, 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; Judy Krell, Trustee; Jen Heintzman, Trustee

Members Absent: Patsy Cowsert, Trustee

Employees Present:
Natalie Albers, Director

Approval of Secretary's Minutes

The Board reviewed the minutes for the August 2026 Board Meeting. Jen Heintzman made a motion to approve the minutes as presented. Ryan Roberts seconded the motion. All ayes. Motion carried.

Public Acknowledgment

No public present.

Treasurer's Report

Natalie Albers provided the financial reports for August 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. Ryan Roberts 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 August 2026 was reviewed by the board. Program statistics, fees collected, and checkout numbers by platform were provided to board members. The Friends of WPLM are planning the fall Book Adoption to begin on Halloween. Kids who trick-or-treat at WPLM will be able to choose a new book and treats provided by the Friends of WPLM. August special events included: Casey's Monthly Managers Meeting, Friends of WPLM Meeting, and Girl Scouts Meeting. WPLM thanks the Village of Williamsville Public Works personnel for continuation of mowing, trimming and watering flowers. The Outdoor Education Space will be prepped for fall and winter. Rain barrels, rain gauge, bird house, and bird feeder will need to be emptied and stored. Ameren recently sent a corrected bill, due to miscalculated delivery charge for WPLM electricity since January 2025. The process for correcting the bill is ongoing. WPLM was not closed any extra hours in August. WPLM has been closed a total 72 hours in 2026. Ongoing events include: Coffee hour, craft/activity stations, puzzles, and Yoga. Upcoming events

include: Family Art Night on September 29th, Library Crawl on October 1st, Mary Shelley Event by Ted Morrissey on October 22nd, Halloween & Fall Book Adoption, and Pam Bradley Book Event in November. Lisa Nerone retired in August. WPLM appreciates her 10 years of service as a circulation clerk. Lisa's responsibilities are being divided between the new circulation clerk and other staff. Income collected from August 2026 totaled $220.28 that included fees, replacement of items, interest and donations.

Committee Reports

The finance committee met on Tuesday, September 8th at 5:30pm and they reviewed and discussed the proposed levy budget.

Friends of the Library

The Friends of WPLM met on Tuesday August 25, at 6:00pm. They will meet again in January 2027. WPLM greatly appreciates the support of the Friends of WPLM, which has sponsored many activities, events, and additional costs, year round. The Friends also agreed to sponsor a special local history project for short videos, like the pilot video of Ruth Fawns' Route 66 cafe.

Unfinished Business

Williamsville State Bank & Trust/Lincoln Land Credit Union
The process of moving funds over to Havana National Bank has started. The CDs will remain at Williamsville State Bank & Trust/Lincoln Land Credit Union until they reach maturity as well as retaining $500 in the savings account to maintain status at WSBT/LLCU.

New Business

Levy Budget
The Levy Budget was presented at the meeting. Jen Heintzman made a motion to approve the budget, Alice Lasswell seconded the motion. All ayes. Motion carried.

Village HR Committee
Discussion of the Village HR Committee. The handbook is ongoing and only full-time employees are affected by changes.

October Conferences
The Director will be out of the office for special events in October. This includes the Illinois Library Association Annual Conference in Peoria and the Illinois Renewable Energy Conference, sponsored by the Illinois Solar Energy Association in Normal. Arrangements have been made with personnel.

Other Business

Next Meeting
The next meeting will be Tuesday October 20th at 6:00pm

Adjournment

Ryan Roberts made a motion to adjourn at 6:29pm.; Judy Krell seconded the motion. All ayes. Motion carried.

Respectfully submitted,

Katherine Becker
Secretary, Williamsville Public Library and Museum Board of Trustees