WINCHESTER PUBLIC LIBRARY
Board of Trustees Meeting
Minutes Sept. 1, 2026

Call to order Gina, 6:00pm

Public Comment None

Board Members Present Andie Fundel, Steve Northrup, Merrilyn Fedder, Robert Seufert, John Coonrod, Alice Ballard. Sheryl Roberts, Shannon Killday

Reading of the Minutes A motion was made by Merrilyn to approve the August minutes and seconded by Sheryl. The motion carried.

Financial Report A motion was made by Shannon to approve the financial report and pay the bills and seconded by Andie. The motion carried.

Librarian's Report Jeanette reported that there were 6 children's programs for the month of August and 2 book clubs that meet at the library every month. The Winchester Class of 1986 took a tour of the l part of their reunion. Jeanette will be working on getting the libra s in PDF form on the website and getting everything up to date.

Committee Reports

Building and Grounds

Environmental data logger There is mold present on a few of the books located in the basement. The mold is mainly dormant. Jeanette suggested the library purchase an Environmental Data Logger that will keep track of the humidity digitally. Some historical books are in the basement and these need to be saved. A motion was made by Shannon to spend $175 on the Environmental Logger using Carnegie funds and was seconded by Merrilyn. Motion passed

Humidifier There was discussion about getting a commercial humidifier for the basement to cut down on the mold. Jeanette was going to call Littles Heating and Air to see how much it would cost and would it help.

Book removal Steve volunteered to help Jeanette throw away the books that have a large amount of mold. There is a need for special archival storage bags to keep the historical books from deteriorating after they have been cleaned. Shannon made a motion that we purchase special bags at $300 for the historical books that are in the basement to help preserve them and John seconded the motion. The motion passed.

Policy and Personnel

Grants Jeanette has been working on the Tracy Grant. The grant money that we did not use for the teacher summer hire to work on historical documents could possibly be used to help with the historical book preservation in the basement. Jeanette was going to contact Ann, she did the digitizing, to inquire about this.

Programs & Events Bingo night for adults was mentioned as a possible event. Jeanette will advertise for patrons to call or sign up at the library for a BOOOO-Box.

Correspondence none

Computers The computers are working smoothly.

Unfinished Business The library now has a trash receptacle on the side so Ally can dump the week's trash in and the city will come collect it every week. The city has ordered new signs in front of the library. The signs will read Parking for Library Patrons Only.

Conferences Meal Reimbursement The retreat sponsored by the Tracy Foundation that Jeanette and Kaitlyn will be attending in Galena is September 13-16. The Conference in Peoria, Illinois Library Association, they will be attending is October 5-8. The mileage for Galena would be $183 and the cost of meals would be $476. The mileage for Peoria would be $94.24 and cost of meals $475. A motion was made by John that the mileage and the cost of meals be reimbursed by the library and Gina seconded the motion. The motion passed.

New Business The next meeting of the Winchester library board will be Tuesday, October 20. The members who have not completed the iLead training will meet with Jeanette at 6:00pm to complete the necessary courses. The regular meeting will be held at 7:00pm. The change of date is because Jeanette will be gone to Peoria for a library conference. Streamline, the service that we use for our website, has been sold. The original contract with them ends October 31. We need a website to be in compliance. Jeanette has been in contact with the company that took over the site. The company is willing to lock in for one year at the price we pay now of $1008 a year. After a year they will charge $3000 a year. Jeanette will look into other companies. We will review and discuss again in June other web page rates. A motion was made by John that we keep the current web page company starting November 1 for one year and Andie seconded the motion. The motion passed.

Battery Disposal Nonprofit A non profit organization called the Battery Network contacted Jeanette. They would place a box at the library for people to place used batteries. When the box is full we would ship the box back to this company. The shipping would be free. The board had a few questions and Jeanette will contact the Greenfield library because they are currently participating in this program.

School Directory Ad The Regional Office of Education asked the library if they would like to purchase an ad in their yearly directory. The board was not interested in this.

Executive Session None

Meeting Adjourned 7:40