

**Glen Carbon Centennial Library District**  
**Board Meeting Agenda**  
**Tuesday, January 28, 2025 at 6:00 p.m.**  
**Glen Carbon Centennial Library Conference Room**  
**198 South Main St.**  
**Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Report on Annual Audit made by Kevin Tepen
  - Approval of 2023-2024 Audit
- IV. Report on Bidding Process for adding Solar Panels to the Library made by Eric Bratzler and Preston Nelson of Martin Roofing
  - Approval of Bid by D.E. Martin Roofing Co., Inc. for \$189,924.00
  - Approval of Alternate Bid of \$39,000.00 for Additional Panels by D.E. Martin Roofing Co., Inc.
- V. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 11/26/24 Board Minutes
- VI. Correspondence and Communications
- VII. Treasurer's Report – David Boduch
  - A. November and December, 2024 Financials
  - B. November and December, 2024 Transfers
- VIII. Reports of Standing Committees
  - A. Finance Committee – David Boduch
  - B. Personnel Committee – Cody Jeter
    - Administrative Assistant Position - Circ 3/Admin. Assistant
    - Staff Health Insurance
  - C. Building Committee – Jacqueline Day
    - Roof Update - Closing the Library During Repair
    - Solar Update
- IX. Unfinished Business –
  - Renewal Plan for Library CDs
- X. New Business –
  - 25-1 Meeting Dates Ordinance
  - Semiannual Review of Closed Minutes
  - Personnel Policy Review
- XI. Topics for Future Discussion
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- XII. Adjournment  
Date for next Regular Meeting – February 25, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, February 25, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Acceptance of Resignation of Kevin Tellor from the Library Board
- IV. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 1/28/25 Board Minutes
    - 1/23/25 Personnel Committee Minutes
- V. Correspondence and Communications
- VI. Treasurer's Report – David Boduch
  - A. January, 2025 Financials
  - B. January, 2025 Transfers
- VII. Reports of Standing Committees
  - A. Finance Committee – David Boduch
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Roof Update
    - Solar Update
- VIII. Unfinished Business –
  - Circulation Associate 3 Job Description
  - Cataloger Hours and Benefits
- IX. New Business –
  - Homecoming Closure
  - Health Insurance Renewal for 4/1/25-3/31/26
  - Personnel Policy Review
- X. Topics for Future Discussion
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- XI. Adjournment  
Date for next Regular Meeting – March 25, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, March 25, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 2/25/25 Board Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report – David Boduch
  - A. February, 2025 Financials
  - B. February, 2025 Transfers
- VI. Reports of Standing Committees
  - A. Finance Committee – David Boduch
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Roof Update
    - Solar Update
- VII. Unfinished Business –
  - Circulation Associate 3 Job Description
- VIII. New Business –
  - Personnel Policy Review
  - FY 25-26 Operating Budget (First Review)
  - Repair Ceiling Damage by Low Quote Contractor
  - Director's Evaluation - Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees
- IX. Topics for Future Discussion
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- X. Adjournment

Date for next Regular Meeting – April 22, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, April 22, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Building Items Approved by Board President and Director
    - Tuckpointing and Sealing by Elite Brick & Stone for \$3,590.00
    - Replace Pressure Valve by Beloman for \$2,348.59
  - D. Approval of Board minutes:
    - 3/25/25 Board Minutes
    - 4/15/25 Personnel Committee Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report – David Boduch
  - A. January, 2025 Financials
  - B. February, 2025 Financials
  - C. March, 2025 Financials
  - D. January, 2025 Transfers
  - E. February, 2025 Transfers
  - F. March, 2025 Transfers
- VI. Reports of Standing Committees
  - A. Finance Committee – David Boduch
  - B. Personnel Committee – Cody Jeter
    - Director's Salary FY 25-26 Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees
  - C. Building Committee – Jacqueline Day
    - Roof Update
    - Solar Update
- VII. Unfinished Business –
  - FY 25-26 Operating Budget
- VIII. New Business –
  - Job Descriptions Review
  - FY 25-26 Personnel Budget
  - Meeting Room Policy

- Meeting Date Change
- Material Selection Policy
- Rescind Reserve Transfer from 2022-2023 made on August 22, 2023
- EV Charging Station Intergovernmental Agreement with Edwardsville Township
- Review Applicants for Appointment to Open Trustee Position - Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees

IX. Topics for Future Discussion

- Committee Selections in June

X. Adjournment

Date for next Regular Meeting – May 27, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, May 27, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Swearing in of New Members Andrew Kassebaum and Anna Marie Bell
- III. Nomination and Election of Officers
- IV. Recognition of Visitors and Public Comment
- V. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 4/22/25 Board Minutes
    - 5/15/25 Personnel Committee Minutes
- VI. Correspondence and Communications
- VII. Treasurer's Report
  - A. April, 2025 Financials
  - B. April, 2025 Transfers
- VIII. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Roof Update
    - Solar Update
- IX. Unfinished Business –
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- X. New Business –
  - Recommended Exterior Repairs by Henderson Architects
  - Thermostat Replacement
  - Copier Replacement
  - 2025-2026 Nonresident Fee
- XI. Topics for Future Discussion
  - Committee Selections in June
- XII. Adjournment  
Date for next Regular Meeting – June 24, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, June 24, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 5/27/25 Board Minutes
    - 6/16/25 Finance Committee Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report
  - A. May, 2025 Financials
  - B. May, 2025 Transfers
- VI. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Roof Update
    - Solar Update
- VII. Unfinished Business –
  - Recommended Exterior Repairs by Henderson Architects
- VIII. New Business –
  - Committee Assignments
  - 25-2 Building & Maintenance Ordinance
  - Bylaws Revision
- IX. Topics for Future Discussion
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- X. Adjournment  
Date for next Regular Meeting – July 15, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, July 15, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 6/24/25 Board Minutes
    - 7/9/25 Finance Committee Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report
  - A. June, 2025 Financials
  - B. June, 2025 Transfers
- VI. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
  - B. Personnel Committee – Cody Jeter
    - Director's Evaluation and Compensation Follow-Up - Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees
  - C. Building Committee – Jacqueline Day
    - Solar Update
- VII. Unfinished Business –
  - Recommended Exterior Repairs by Henderson Architects
  - By-Laws Revision - 2nd Reading
- VIII. New Business –
  - Semiannual Review of Closed Minutes
  - Semiannual Review of Library Investments
  - EDDM Mailer Not to Exceed \$3,700.00
- IX. Topics for Future Discussion
  - Long Range Business Plan
- X. Adjournment  
Date for next Regular Meeting – August 19, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, August 19, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 7/15/25 Board Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report
  - A. July, 2025 Financials
  - B. July, 2025 Transfers
  - C. Transfer of \$127,445.13 from Reserve to General for Solar Installation
- VI. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
    - Long Range Business Plan
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Solar Update
- VII. Unfinished Business
  - Recommended Exterior Repairs by Henderson Architects
  - CD Withdrawal Penalty
- VIII. New Business
  - Review of Illinois Public Library Annual Report
  - 25-3 Budget & Appropriation Ordinance - First Reading
  - Records Disposal Certificate
  - Intergovernmental Agreement with Edwardsville School District to use the Library as an Emergency Evacuation Point
- IX. Topics for Future Discussion
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- X. Adjournment

Date for next Regular Meeting – September 16, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, September 16, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Budget & Appropriation Hearing
- II. Call to Order and Roll Call
- III. Recognition of Visitors and Public Comment
- IV. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 8/19/25 Board Minutes
    - 9/9/25 Finance Committee Minutes
- V. Correspondence and Communications
- VI. Treasurer's Report
  - A. August, 2025 Financials
  - B. August, 2025 Transfers
- VII. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
    - Long Range Business Plan
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
    - Solar Update
- VIII. Unfinished Business
  - 25-3 Budget & Appropriation Ordinance - 2nd Reading
  - Emergency Lockdown Policy
  - Mailer Follow-up
- IX. New Business
  - Approve Quote from Kane Mechanical Group for \$5,907.00 for HVAC Repairs
  - Approve Quote from Pyramid Electric not to exceed \$10,000.00 for HVAC Repairs
  - Change in Staff Title & Pay - Closed Session - Pursuant to Sections 2C1-Appointment, employment, compensation, discipline, performance or dismissal of specific employees
- X. Topics for Future Discussion
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- XI. Adjournment

Date for next Regular Meeting – October 21, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, October 21, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Audit Presentation by a Representative of C.J.Schlosser
- III. Recognition of Visitors and Public Comment
- IV. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 9/16/25 Board Minutes
    - 10/9/25 Finance Committee Minutes
- V. Correspondence and Communications
- VI. Treasurer's Report
  - A. September, 2025 Financials
  - B. September, 2025 Transfers
- VII. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
    - Long Range Business Plan Update
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
- VIII. Unfinished Business
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- IX. New Business
  - Library Cell Phone
  - Closing Library on January 9, 2026, for Staff Development
  - Introduce New Illinois Library Standards
  - Approve Library Board Members to Attend ILA Legislative Breakfast on November 18, 2025
- X. Topics for Future Discussion
  - Emergency Lockdown Policy
  - 23-4 Tax Levy Ordinance for FY 2025-2026
  - Purchase Replacement of Study Table Lamp
- XI. Adjournment  
Date for next Regular Meeting – November 18, 2025

**Glen Carbon Centennial Library District  
Board Meeting Agenda  
Tuesday, November 18, 2025 at 6:00 p.m.  
Glen Carbon Centennial Library Conference Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call
- II. Recognition of Visitors and Public Comment
- III. Consent Agenda
  - A. Director's Report – Christine Gerrish
  - B. Reports of Youth Services and Circulation
  - C. Approval of Board minutes:
    - 10/21/25 Board Minutes
    - 11/10/25 Finance Committee Minutes
- IV. Correspondence and Communications
- V. Treasurer's Report
  - A. October, 2025 Financials
  - B. October, 2025 Transfers
- VI. Reports of Standing Committees
  - A. Finance Committee – Carla Elliff
    - Long Range Business Plan Update
  - B. Personnel Committee – Cody Jeter
  - C. Building Committee – Jacqueline Day
- VII. Unfinished Business
  - Emergency Lockdown Policy
  - Purchase Replacement of Study Table Lamp
- VIII. New Business
  - New Illinois Library Standards
  - 25-4 Tax Levy Ordinance for FY 2025-2026
  - 25-5 Meeting dates for 2026
- IX. Topics for Future Discussion
- X. Adjournment  
Date for next Regular Meeting – January 20, 2026