# BOURBONNAIS PUBLIC LIBRARY BOARD OF TRUSTEES

## RECORD OF REGULAR BOARD MEETING PROCEEDINGS

## October 20, 2025

President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7 p.m. on October 20, 2025.

**Trustees Present**: Kate Burgess, Jen Corke-Kafer, Laurie Hofman, Jessica Prentkowski, Ellen Stringer, and David Stejkowski. Trustee Blankestyn was absent.

**Also Present**: Library Director Kelly McCully and Stacey Van Kley

**Introduction of Visitors and Public Comment**: None

**Review Agenda for Additions/Changes**: None

**Consent Agenda- Action**:

Approve September 15, 2025 Minutes

Approve Financial Report and Payment of Bills for September 2025

Approve Check Registers

Stringer made a motion to approve the Consent Agenda. Corke-Kafer seconded the motion. Burgess, Hofman, Prentkowski, and Stejkowski voted yes. Trustee Blankestyn was absent

**Presentation of FY2024-25 Audit by Brandt & Associates:** Auditor Brittany Brandt from Brandt & Associates, P.C. reviewed the Annual Financial Report for the year ended June 30, 2025. Brandt highlighted several pages of the document. The audit showed that the Library is free of material misstatements, continues to maintain strong internal control monitoring, and is in excellent financial condition. She expressed appreciation for the ease of working with BPL.

**Officer's Reports**: None

**Correspondence & Communications**: None

**Director's Report**: BPL received its third tax distribution from the Kankakee County Treasurer in the amount of $448,697.84 on September 26, 2025. 98.19% of local tax revenues for FY2025-26 have been received to date.

Paylocity payroll went live on October 10, 2025.

We have a new digital sign. This purchase aligns with the strategic plan to “Invest in Innovation.” The sign is a way to promote library programs and other library information. The best part is that the sign is mobile.

Our Marketing Department shared engaging informational content to highlight Banned Books Week, established in 1982. Libraries are champions of Intellectual Freedom. As censorship increases, the Bourbonnais Public Library is committed to collections and resources that value our patrons' right to choose for themselves what to read!

Circulation Supervisor Josh Hedding-Hess attended the PrairieCat User Group (PUG) Day on Friday, September 26, in Moline, Illinois. PUG Day is an annual event that brings library staff together for professional development, networking, and continuing education opportunities.

Assistant Director Stacey Van Kley, Adult Services Supervisor Becca Maree, Teen Services Supervisor Alexa Johnson, and Library Director Kelly McCully will attend the annual Illinois Library Association Conference, October 14-16, in Rosemont, IL.

September was library card sign-up month. The library attended many community events. We had 108 new card sign-ups! Baker & Taylor has been our primary distributor of library materials for decades. Collection developers have noticed significant distribution delays and long backorder lists with B&T since the summer, resulting in long wait times for many new bestsellers in adult fiction, nonfiction, and picture books. BPL has moved to a new supplier of library materials, Ingram Library Services, which has assured its customers that it is “committed to supporting libraries.” The closest Ingram distribution center is in Fort Wayne, Indiana.

**Committee Reports**:

**Finance**: Meeting November 17, 2025, at 6 pm to discuss FY2025-26 Levy

**Personnel**: None

**Policy**: Meeting November 17, 2025, at 6:30 pm to review *Serving Our Public* policy updates

**Building & Grounds**: None

**Long Range Planning**: None

**Old Business**: No Action FY25-26 Health Insurance. The full-time employees will be able to choose their healthcare plan between two options: the current Blue Cross Blue Shield PPO plan, P503PPO, or the Blue Cross Blue Shield of Illinois Blue Choice Preferred PPO, P5E2BCE renewal option.

**New Business**:

**Action:** Approve Financial Report and Payment of Bills for September 2025

Prentkowski made the motion. Hofman seconded the motion. Burgess, Corke-Kafer, Stringer, and Stejkowski voted yes. Trustee Blankestyn was absent.

**Action**: Approve Check Registers

Stringer made a motion to approve the Check Register. Corke-Kafer seconded the motion. Burgess, Hofman, Prentkowski, and Stejkowski voted yes. Trustee Blankestyn was absent.

**Action**: Accept FY2024-25 Audit by Brandt & Associates

Prentkowski made the motion. Hofman seconded the motion. Burgess, Corke-Kafer, Stringer, and Stejkowski voted yes. Trustee Blankestyn was absent.

**Public Comment**: None

**Adjournment**: Hofman made a motion to adjourn the meeting at 7:52 p.m. Corke-Kafer seconded the motion, and it passed with a unanimous vote of the present trustees.

Respectfully Submitted,

Kate Burgess
Secretary