BOURBONNAIS PUBLIC LIBRARY BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
July 20, 2026

President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7:00 p.m. on July 20, 2026.

Trustees Present Mary Kay Blankestyn, Kate Burgess, Jen Corke-Kafer, Laurie Hofman, Jessica Prentkowski, Ellen Stringer, and David Stejkowski.

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 June 15, 2026, Minutes

Approve Financial Report and Payment of Bills for June 2026

Approve Check Registers

Blankestyn made a motion to approve the Consent Agenda. Corke-Kafer seconded the motion. Burgess, Hofman, Prentkowski, Stringer, and Stejkowski voted in the affirmative.

Officer's Reports None

Correspondence & Communications None

Director's Report

The Library was awarded $45,367.90 by the Illinois State Library in annual Illinois Public Library Per Capita funds for FY2026-27.

This month, BPL welcomed Sarah Williams as an evening Reference Assistant.

The Marketing department developed eye-catching and clever ways to inform our community of the many ways the Library is a high return on investment; in June, these posts were top performers! If you missed the posts, check out our social media pages to learn more about what a bargain the Library is!

Administration has been working with Kelly Rohder-Tonelli, Strategic Communications Consultant, and Ashley Stewart, Campaign Strategist from EveryLibrary, and Department Supervisors to develop messaging and materials for the Library's Information Campaign. A draft of the referendum information website is in the late stages of development, with a public

launch planned for the first week of August. In addition, a comprehensive messaging and Communications Plan is being prepared. It will be shared with the Library board, staff, and key stakeholders very soon. These two components of the Information Campaign, the website and Communications Plan, will inform the next steps and stages over the coming months and help all parties to remain consistent in messaging and the information shared with the community.

Presentation boards of the concept renderings of the potential building addition performed by Carlile Group will soon be available to view on the website and in person on large easel boards.

After the initial launch of the Information Campaign, a direct mailer will be mailed to all Bourbonnais Public Library District households. Kelly and Stacey are in the early stages of planning informational and outreach events in September and October. Commercial Glazing completed repairs to the exterior sliding door due to normal wear and tear.

We have switched our internet services to Pavlov Media. Pavlov will provide fiber-optic internet and static IPs for the Library. We have canceled all services with Comcast Business. This change will save the Library over $2,000/year.

After shipping delays, all components for the new server finally arrived. Outsource Solutions Group will begin a server migration on July 22. This project will be paid for with FY2026-27 Per Capita Grant funds.

We have added portable CD players and a boombox available for checkout. This is a great way to check out audiobooks and music CDs.

BPL will host a shredding event for the public on Saturday, July 18, at the BUGC circle drive, co-sponsored by Midland Bank. We will also shred approved library records as part of the large record retention project that Stacey wrapped up in FY2025-26.

Trustees should RSVP to Kelly for the Summer Picnic, to be held on Sunday, August 16, from 1-3 pm. Attendees are asked to bring an appetizer, side dish, or dessert.

Committee Reports

Finance None

Personnel None

Policy None

Building & Grounds None

Long Range Planning A meeting was held on July 7th, 2026

Old Business None

New Business

Appoint two board members to audit the Secretary's minutes for FY2026-27:

Ellen Stringer and Mary Kay Blankestyn were appointed.

ACTION: Adopt Ordinance 26-04 *Providing for and Requiring the Proposition of a Binding Public Question Concerning Increasing the Limiting Rate Under the Property Tax Extension Limitation Law to Appear on the Ballot of the Electors at the General Election Held on* November 3, 2026

Hofman made a motion to adopt Ordinance 26-04. Burgess seconded the motion. Blankestyn, Corke-Kafer, Prenkowski, Stringer, and Stejkowski voted yes in affirmation. The motion passed.

ACTION: Adopt Ordinance 26-05 Tentative Budget & Appropriation Ordinance FY26-27

Corke-Kafer made a motion to adopt Ordinance 26-04. Burgess seconded the motion. Blankestyn, Hofman, Prenkowski, Stringer, and Stejkowski voted yes in affirmation. The motion passed.

ACTION: Set Date for Public Hearing

Stejkowski made a motion to set the date for August 17th, 2026 at 7 pm. Prentkowski seconded the motion. Blankestyn, Burgess, Hofman, and Stringer voted yes in affirmation. The motion passed.

ACTION: Approve Brandt & Associates, P.C. Audit Engagement Letter for FY2025-26 audit

The fee for the FY2025-26 Audit will be $4,700. Stejkowski made a motion to approve Brandt & Associates, P.C. Audit Engagement Letter for FY2025-26 audit. Hofman seconded the motion. Blankestyn, Burgess, Corke-Kafer, Prentkowski, and Stringer voted yes in affirmation. The motion passed.

Discuss Illinois Municipal Retirement Fund (IMRF) participation

Stejkowski made a motion to table IMRF participation discussion.

Public Comment None

Adjournment Prentkowski made a motion to adjourn the meeting at 7:44 p.m. Blankestyn seconded the motion, and it passed with a unanimous vote of the present trustees.

Respectfully Submitted,

Kate Burgess
Secretary