Bement Public Library District Board Meeting
October 20, 2026

Board President Mary Postlewait called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance. Library Director Donna Techau and Board Trustees Jill Lawson, Cathy Thornhill, Gail LeFever-Wright, and Kenneth Wright were present. Trustees Bill Gallagher and Jerry Watzlawick were absent.

Kenneth Wright made the motion to approve the consent agenda as presented. Cathy Thornhill seconded the motion, and all trustees voted aye.

There was no one from the public in attendance.

Old Business

At 5:33 p.m. Kenneth Wright made a motion to adjourn to a closed session to discuss personnel issues. Mary Postlewait seconded the motion, and all trustees voted aye.

Board members returned from closed session at 5:49 p.m.

The writing for the AI policy is still in progress.

The first draft of the Onboarding Policy/check list has been created. It is a checklist that provides the staff with what they need to do. This is being utilized with Sophia Kindred, who was hired to work on Saturdays at the library. Sophia began working on Saturday, September 26,2026.

Trustee Orientation and training: Following is the list of required Annual Online Trainings for Trustees-Sexual harassment Training is required yearly for all trustees. OMA Training is required for all elected officials once during each term. FOIA is required annually for the FOIA officer on the board. Additional training options are provided, but they are not required by law.

New Business

Advertising Marketing Plan: The library is trying to explore new ways to improve the way of advertising our events to the community.

- Online-Currently the Bement Library puts information on the Community Facebook page, its own library page and Bement community forum.
- Print-The library is looking into starting out with the limited free version of CANVA in order to print flyers. Karmen Nagy is willing to train the staff on CANVA. The flyers can be distributed to JTA, Bement and Ivesdale Post Offices, and other local businesses.
- Calendars are currently being printed by the library and are available at the main desk. These calendars could also be distributed at Coffee Hour, to churches, and to the Lion's Club.
- Email-The Bement Library could send a quarterly newsletter with a calendar to our patrons' Email accounts. The patrons would then choose to opt in or opt out of this option..
- Other-Daisy Crawford puts weekly updates on the white board located in the library. Our staff members can also make sure to greet people as they come into the library in order to see how they can be of service. Staff members can also let our patrons know what it has to offer.

- In-Person Visits-We have some classrooms that visit the library throughout the school year. Library staff members participate in Bement's 4th of July Parade and the Fall Festival each year. Tables with crafts and library card sign up are offered at the Fall Festival.

Program Policy: Library Director Donna Techau provided each board member with a copy of the Programming Policy. After reading the policy, Gail LeFever-Wright made the motion to accept the Programming Policy as presented. Cathy Thornhill seconded the motion, and all trustees voted aye.

Director Techau provided the board members with unsigned copies of the completed Annual Report of Receipts and Disbursements. Board members read the report. Signed and notarized copies of the report will be sent to the Piatt and Champaign County Clerk's Offices.

Director Techau provided the board members with unsigned copies of the Truth in Taxation Certificate of Compliance. Board members read it. Then the original was dated and signed by Board President Mary Postlewait. Copies will be sent to the Piatt and Champaign County Clerk's Offices.

The 0.5% Levy increase ad was placed in the Record Herald on 10/08/2026. The requested certified copies will be sent to the Piatt and Champaign County Clerk's Offices.

The Comptroller's Report (AFR) is in progress. This report is due by the end of the year. An extension can be requested.

The tree that was planted in honor of Harry Porter south of the library was dead. Staff member, Bruce Nesset, cut it down for us. The board members will need to decide if another tree will be planted in its place or if we will put a picnic table in its place along with another picnic table by the flower planters north of the library.

With no further business, Kenneth Wright made a motion to adjourn at 6:20 p.m. Kathy Thornhill seconded the motion, and all trustees voted aye.

The next board meeting is scheduled for November 17, 2026 at 5:30 p.m. at the library.

Upcoming Events;
- November 18 at 6 pm: Rupert Wates concert
- November 19 from 5-7 pm: Family Reading Night
- November 24 at 2 pm: Happy Birthday America: Reflections by Bill Gallagher

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Jill Lawson, Board Secretary