

Bement Public Library District Board Meeting
February 17, 2026

Board President Mary Postlewait called the meeting to order at 5:30 pm and led the Pledge of Allegiance. Library Director Donna Techau and trustees Ken Wright, Jerry Watzlawick, Cathy Thornhill, Bill Gallagher, and Gail LeFever-Wright were present. Trustee Jill Lawson was absent. No one from the public was in attendance.

Trustee K. Wright made the motion to approve the consent agenda as presented. Trustee Watzlawick seconded, and all trustees voted aye.

Old Business

The wildflower/butterfly garden/landscaping will be started as weather permits. The children's program will start with one or two beds, progressing as time and materials permit.

Welcome packets will be made in-house, with a sample coming as it is developed. It will include a letter written by the Library Director, as well as a small gift for the new members of the community.

The Annual Financial Report (AFR) was prepared by Director Techau and reviewed by the treasurer, Trustee K. Wright. The Board reviewed the report and a motion was made by Trustee Watzlawick and seconded by Trustee Thornhill to approve the final report. All trustees present voted aye. The signed certified vote of 3/5 majority will be sent to the Comptroller's office for approval.

The Director is still working on ideas for the Semiquincentennial celebration. Any suggestions are welcome.

Design Glass & Aluminum has been called to evaluate the loss of heat in the atrium of the library. They will come, but suggested that changes would not be able to take place until the winter weather has passed. It was noted that a bid for the possible work would not be needed unless it runs over \$20,000, which is unlikely.

All emails for the Trustees have been transferred to Google Workspace.

Trustees should have received the Statement of Economic Interest (SEI) and need to return it to the Piatt County Clerk's office no later than May 1, 2026.

New Business

Policy updates: The fee for all copying, printing and faxing has been set at a flat rate of \$.25/copy. The organizational chart was updated to a two-tier structure under the Board with Library Director reporting to the Board and all other positions reporting to the Director.

Increased Training: The State Library is encouraging additional training for trustees in the future. At this time, there are online trainings available to anyone interested. The library staff does have more required training and must record hours spent in those trainings.

Annual Secretary Audit: Two designees from the Board should review all of the minutes for the fiscal year. If changes need to be made, an amendment to the minutes must be submitted.

Additional policies needed: The Director will develop an AI policy for the library. A written policy for volunteers will be established, including a background check. Hours are already being kept for the volunteers. A policy for reimbursement toward continuing education will be developed, addressing payments made toward conference attendance, degree completion, travel costs, etc.

Update/review of policies: The Director will write updated policies as needed and the Board will review and amend or approve.

Wage review/budget for FY27: The Director will begin working on the budget now in order to have recommendations by summer 2026.

A FOIA request from Judiciocracy LLC and COGS was made February 13, 2026. The request was for any communication with the Library attorney. They were notified that there is not an attorney on retainer, nor has the library had any legal issues in the time period under question. Since many libraries in Illinois have received such a request, the IHLS has asked that they be informed when this occurs. Director Techau let them know immediately.

With no further business, Trustee Watzlawick made a motion to adjourn at 6:14 pm. Second by Trustee Gallagher. All trustees present voted aye. The next meeting will be held March 17, 2026 at 5:30 pm in the library boardroom.

Gail LeFeyer-Wright, acting secretary