

**PLANO COMMUNITY LIBRARY DISTRICT
FEBRUARY 19, 2026 7:00 P.M.
REGULAR BOARD MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM**

CALL TO ORDER

President Denise Helmers called the meeting to order at 7:00 p.m.

ROLL CALL

Present were Trustees Christine Backus, Cecelia Carey, Karen DeBolt and John McCartan. Library Director Deanna Howard was also present. Trustees Natalie Kollmann and Gayle Severson were absent.

MINUTES

Approve January 15, 2026 Regular Board Meeting Minutes: Trustee Backus noted a correction to the minutes. Trustee Carey moved the January 15, 2026 Regular Board Meeting Minutes be approved as corrected. Motion carried, 5-0. Ayes-Backus, Carey, DeBolt, Helmers, McCartan. Nays-0, Absent-Kollmann, Severson.

Approve January 15, 2026 Fundraising Committee Minutes: Trustee DeBolt moved the minutes of the January 15, 2026 Fundraising Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-Backus, Carey, DeBolt, Helmers, McCartan. Nays-0, Absent-Kollmann, Severson.

CORRESPONDENCE

The Library received a \$10,000 donation from the Carnegie Corporation of New York in celebration of the 250th anniversary of the Declaration of Independence.

FINANCIAL REPORT

Approve January 2026 Financial Statements: Trustee Backus reported Operating Fund receipts for January 2026 totaled \$11,458. Of that amount, \$8,084 was from replacement taxes, \$1,052 from interest, and \$1,967 from fax, copy, and print fees. Total Operating Fund expenses for the month were \$69,168. Trustee McCartan moved the January 2026 Financial Statements be approved. Motion carried, 5-0. Ayes-Backus, Carey, DeBolt, Helmers, McCartan. Nays-0, Absent-Kollmann, Severson.

Approve February 19, 2026 Bills: Trustee Backus reported bills for February 19th totaled \$31,694. Of that amount, \$29,336 was paid from the Operating Fund, \$2,181 from the Building and Maintenance Fund, and \$177 from the Donation Fund. Major expenses for the month were \$5,834 to CMJ IT Solutions for new laptops, \$2,950 to Petite Palette, \$2,557 to Amazon for toner, \$2,552 to Cincinnati Insurance for Officers' Bonds, and \$2,254 to Amazon for books. Trustee Carey moved the February 19, 2026 bills be approved. Motion carried, 5-0. Ayes-Backus, Carey, DeBolt, Helmers, McCartan. Nays-0, Absent-Kollmann, Severson.

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DIRECTOR'S REPORT

Deanna noted 15 people attended the January 28 Blood Drive, and we reached our goal of 14 units collected. 25 attended the new "Making Music" program for kids. We also debuted our new "Babytime" program for infants who are not yet walking. Deanna attended the very busy PH Miller Community Fair and Winter Wonderland event. Seven new library cards were issued. workNet Batavia installed a job kiosk at the library. The kiosk functions to promote the services of the agency.

Deanna completed required annual training for the Open Meetings and Freedom of Information Acts. The annual burglar alarm inspection has been completed. The Friends of the Library have a staff appreciation luncheon planned for April and book sale at the end of March. We celebrated the 2nd anniversary of Anita Simmons, who works at the Checkout Desk.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: The Finance Committee met before the regular board meeting to revise the FY 2025-2026 Operating Budget.

Personnel and Policy: None.

Fundraising: Trustee Carey is waiting to hear back from Misty River Music Makers about their availability to perform at this year's Christmas Tea.

PUBLIC COMMENT

None.

UNFINISHED BUSINESS

Statement of Economic Interest due May 1, 2026: Trustees will receive an email from the Kendall County Clerk's Office with instructions for filing the statement.

NEW BUSINESS

Approve FY 2025-2026 Revised Operating Budget: Trustee Backus reviewed the revisions the Finance Committee is recommending to the FY 2025-2026 Operating Budget. Changes were made based on actual receipts and expenditures to date. Total receipts were increased by \$4,500. The collection materials budget was increased by \$1,000. The utilities budget was decreased by \$20,000. Total other operating expenses were increased by \$500. The total overall expenditures decreased by \$18,500. At the end of the year, we anticipate a

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budget deficit of \$222,500 due to the mortgage payoff. The corporate fund balance will be used to support the end-of-the-year deficit. Trustee Backus moved the revised FY 2025-2026 Operating Budget be approved. Motion carried, 5-0. Ayes-Backus, Carey, DeBolt, Helmers, McCartan. Nays-0, Absent-Kollmann, Severson.

Transition Fundraising Committee to ad hoc Christmas Tea Committee: The Fundraising Committee recommends transitioning the committee to an ad hoc Christmas Tea Committee. A reason for the change is the fact that the Christmas Tea is not a fundraising event, but rather a program that covers some of its expenses. It was agreed it was a good idea to make the transition to an ad hoc committee.

Committee Assignments: President Helmers brought up the idea of eliminating committees and moving work previously done at the committee level to the full board. Advantages to this include more involvement by all trustees in processes like preparing the budget, Budget & Appropriations Ordinance, Levy, and Director's evaluation. Board members were in agreement this was a good idea. Deanna noted the Board Constitution and Bylaws would need to be revised, and she would also like to check with the attorney to make sure there are no problems with the change.

Freedom of Information Act Request from Judiciocracy: Deanna informed the board of a FOIA request from Judiciocracy. After consultation with the attorney, the requested documents were supplied, but the FOIA deadline was not met.

OTHER

Deanna noted Trustees Backus, DeBolt, Helmers and Severson will be up for election in April 2027. She recommended those individuals keep a copy of their Statement of Economic Interest receipt so that it can be filed with their election paperwork in the fall.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:38 p.m.

Minutes submitted by Deanna Howard

Approved as submitted, 3/19/26

A handwritten signature in black ink, appearing to be 'Deanna Howard', written over a horizontal line.