

**Hamilton North Public Library–Board of Trustees Meeting Minutes
February 19, 2026, at 6:30 p.m. Cicero Library, Meeting Room A/B**

- I. Call Meeting to Order
 - A. Call to order by Michael Morris at 6:30 pm.
 - B. Members present: Michael Morris, Julie Davis, Beth Roberts, Kelly Wuerch, Scott Miller, and Emily Milsaps.
 - C. Members absent: None.
 - D. Others present: Staci Treece (Director), Natalie Strader (Bookkeeper), Michael Bloom (Maintenance), Jennifer Crusenberry (Circulation Manager), Kristin Quakenbush, Jim Hunter

- II. Review the Agenda (Exhibit 1)

The agenda was reviewed.

- III. Approval of the Minutes for the January 15, 2026 Meetings (Exhibit 2).
 - A. Regular Board Meeting
 1. Motion to approve the minutes was made by Kelly Wuerch.
 2. Seconded by Emily Milsaps.
 3. Motion carried by a vote of 6/0 (all voted Aye).

 - B. Board of Finance Meeting
 1. Motion to approve the minutes was made by Kelly Wuerch.
 2. Seconded by Julie Davis.
 3. Motion carried by a vote of 6/0 (all voted Aye).

- IV. Public Participation

None.

- V. January 2026 Financial Report -- Approve Report and Payment of Bills
 - A. Natalie's financial items of note are attached (Exhibit 3).
 - B. Motion to pay the January bills and approve the January Financial Report was made by Beth Roberts.
 - C. Seconded by Kelly Wuerch.
 - D. Motion carried by a vote of 6/0 (all voted Aye).
 - E. Board members signed the voucher register summary (Exhibit 4).

VI. Director and Department Reports (Exhibit 5)

Director - Programming was up in January with 50 programs and 675 attendees. The library received a \$10,000.00 unrestricted gift from the Carnegie Corporation.

Circulation - DVDs have been changed to now circulate in Evergreen. 880 circulated in January. 840 have circulated month-to-date for February. Jenn wants to reduce the new book hold time for our patrons from 6 months to 3 months to allow for greater circulation of our materials through Evergreen.

Youth Services - The Valentines party had 35 people attend. Next up is the Pokémon Go party on March 14th.

Maintenance – Various repairs were made in the library. The large snow required blowing, shoveling, and salting. The library experienced air handler and dry sprinkler system issues that required vendor repairs.

Staci had Kristin Quakenbush introduce herself. Kristin is interested in filling the Board vacancy created by Susan Sparks moving.

VII. Old Business - Pavilion Update

Library members met with the Parks Department again. Jim Hunter of the Parks Department was present for this update. Both parties are still interested in moving forward with the transaction. Further work on determining property lines is needed and the library's attorney, Aaron Culp, is determining the requirements for the transaction and will be writing the agreement.

VIII. New Business

A. Approve Bad Debts Policy (Exhibit 6)

1. Motion to approve the policy was made by Kelly Wuerch.
2. Seconded by Emily Milsaps.
3. Motion carried by a vote of 6/0 (all voted Aye).

B. Approve Joining with Real Information Center (Exhibit 7)

1. Camera access was discussed but no decision was reached.
2. Permission was granted to give the Hamilton County Sheriff's Department access to the library's floor plans for emergency purposes.

- C. Permission to pay TruGreen (Exhibit 8)
Item was tabled while the transaction with the Parks Department is further investigated.

- D. Resolution to Temporarily Transfer Funds from the Rainy Day Fund to the Operating Fund. (Exhibit 9)
 - 1. Motion to approve the temporary loan was made by Beth Roberts.
 - 2. Seconded by Kelly Wuerch.
 - 3. Motion carried by a vote of 6/0 (all voted Aye).

- E. New Parks Department Board Member
The library must appoint a new Parks Department Board member to replace Susan Sparks who has moved. Jim Hunter of the Parks Department proposed Seirra Fisher for the position.
 - 1. Motion to appoint Seirra Fisher was made by Scott Miller.
 - 2. Seconded by Beth Roberts.
 - 3. Motion carried by a vote of 6/0 (all voted Aye).

- F. Koorsen Repair (Exhibit 10)
 - 1. Motion to approve the invoice was made by Julie Davis.
 - 2. Seconded by Beth Roberts.
 - 3. Motion carried by a vote of 6/0 (all voted Aye).

- IX. Looking Ahead: The next Board Meeting is March 19th at 6:30 p.m. in Meeting Room A/B.

- X. Meeting Adjournment
 - A. Motion to adjourn made by Julie Davis.
 - B. Seconded by Kelly Wuerch.
 - C. Motion carried by a vote of 6/0 (all voted Aye) at 7:18 pm.