

**Hamilton North Public Library–Board of Trustees Meeting Minutes
May 21, 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, Beth Roberts, Scott Miller, Emily Milsaps and Kristin Quakenbush.
 - C. Members absent: Julie Davis and Kelly Wuerch.
 - D. Others present: Staci Treece (Director), Natalie Strader (Bookkeeper), and Michael Bloom (Maintenance).
- II. Review the Agenda (Exhibit 1)

The agenda was reviewed.
- III. Approval of the Board Minutes for the April 16, 2026 Regular Meeting (Exhibit 2).
 - A. Motion to approve the minutes was made by Scott Miller.
 - B. Seconded by Beth Roberts.
 - C. Motion carried by a vote of 5/0 (all voted Aye).
- IV. Public Participation

None.
- V. April 2026 Financial Report - Approve Report and Payment of Bills
 - A. Natalie's financial items of note are attached (Exhibit 3).
 - B. Natalie explained the impact of HEA 1406 on the library's 2027 budget and a SBOA change requiring the appropriation of unrestricted gift funds prior to spending which becomes effective June 1st.
 - C. Motion to pay the April bills and approve the April Financial Report was made by Beth Roberts.
 - D. Seconded by Emily Milsaps.
 - E. Motion carried by a vote of 5/0 (all voted Aye).
 - F. Board members signed the voucher register summary (Exhibit 4).
- VI. Director and Department Reports (Exhibit 5)

Director – The library had 803 participants at its 52 programs during April. There were 2826 visitors to the library which is the largest monthly total in 2026. Summer Reading begins June 1st and runs through July 24th.

Circulation – Elaine Roberts will be retiring and Kelly Hill will be reducing her hours. Another Library Aide will be hired.

Youth Services – There was a good turnout for the egg decorating program.

Maintenance – Various repairs were made during April and mowing continued. The full property will be mowed until the land transaction with the Parks Department is completed. The hot water heater in the children's area was replaced by Mission Mechanical.

VII. Old Business

A. Pavilion Update – The legal estimate for the property transaction with the Parks Department is \$10,000.00 - \$12,000.00. The Parks Department asked if the library would pay half. The Board decided to not pay any of the legal fees.

VIII. New Business

A. Harber Exteriors Quote – A quote of \$1,600.00 was received from Harber Exteriors to replace the sections of soffit blown off by wind (Exhibit 6). The color will match. Insurance coverage of the incident is to be verified.

1. Motion to accept the quote was made by Beth Roberts.
2. Seconded by Kristin Quakenbush.
3. Motion carried by a vote of 5/0 (all voted Aye).

B. InfoExpress Renewal – The rates for the 7/1/26 – 6/30/27 use of InfoExpress were presented (Exhibit 7). The service is needed to transport items between our library and other libraries. The library would like to continue the three-day service for \$4,181.00.

1. Motion to continue the three-day service was made by Scott Miller.
2. Seconded by Emily Milsaps.
3. Motion carried by a vote of 5/0 (all voted Aye).

IX. Looking Ahead: The next Board Meeting is June 18th at 6:30 p.m. in Meeting Room A/B.

X. Meeting Adjournment

- A. Motion to adjourn made by Beth Roberts.
- B. Seconded by Kristin Quakenbush.
- C. Motion carried by a vote of 5/0 (all voted Aye) at 7:13 pm.