

**Hamilton North Public Library–Board of Trustees Meeting Minutes
July 16, 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 6:31 pm.
 - B. Members present: Michael Morris, Julie Davis, Beth Roberts, Scott Miller, Emily Millsaps and Kristin Quakenbush.
 - C. Members absent: None.
 - D. Others present: Staci Treece (Director), and Natalie Strader (Bookkeeper).
- II. Review the Agenda (Exhibit 1)

The agenda was reviewed.
- III. Approval of the Board Minutes for the June 18, 2026 Regular Meeting (Exhibit 2)
 - A. Motion to approve the minutes was made by Scott Miller.
 - B. Seconded by Kristin Quakenbush.
 - C. Motion carried by a vote of 6/0 (all voted Aye).
- IV. Public Participation

None.
- V. June 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 June bills and approve the June Financial Report was made by Beth Roberts.
 - C. Seconded by Emily Millsaps.
 - 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 – The library had 3,555 visitors in June, the highest number in at least a year. Summer Reading will conclude July 25th. The Marketing Specialist position is open due to Katie Strader leaving. The position is being posted internally.

Circulation – Circulation was above the three-year average with 9,379 total items including digital. The library issued 59 new cards in June.

Youth Services – The Summer Reading kick-off party had 126 people attend. There were 665 people who attended the 27 youth department programs in June.

Maintenance – The Cicero Parks Department helped the library with mowing and outdoor maintenance in June and did a great job. Jared Roberts will be starting as the new Maintenance Supervisor on July 20th.

VII. Old Business

- A. Pavilion Update – A real property transfer agreement (Exhibit 6) was presented to the Board for their review.
- B. Harber Exteriors Update – The soffit has not been replaced. We are waiting for a return call from Harber Exteriors.

VIII. New Business

- A. Board Member Opening – The Board will need to select a new Secretary. Options for a new Board member were discussed.
- B. Long-Term Planning – Staci discussed the need for a new long-term plan by December 2028.

IX. Looking Ahead: The next Board Meeting is August 20th at 6:30 p.m. in Meeting Room A/B.

X. Meeting Adjournment

- A. Motion to adjourn made by Julie Davis.
- B. Seconded by Kristin Quakenbush.
- C. Motion carried by a vote of 6/0 (all voted Aye) at 7:00 pm.