



Meeting Minutes
Tri-Township Public Library District
Tuesday, July 28, 2026
7:00 p.m. Regular Meeting
Meeting Room, Lower Level

Documents distributed to attendees:

1. Agenda
2. Meeting minutes (June 23 regular mtg)
3. Financial statements (Balance Sheet, Profit and Loss Report, Budget vs Actual)
4. Director's report
5. Program activity report (Tori)
6. Outreach activity report (Sierra)
7. Marketing report (Anya)
8. Social media usage summaries
9. Patron appreciation letter to director and staff

A. Call to Order

The meeting was called to order by President Michele Erschen at 7 p.m.

B. Roll Call

1. Board present: President Michele Erschen; Vice-President Mary Ellen Akridge, Secretary Katie Devany, Treasurer Liz Compton, Trustee Lyssa Mascote; Trustee Katie Serrano, Trustee Linda Taake. **Absent:** None
2. Public present: Elizabeth Fischer, Library Director; Karla Brown, Transcriber
3. Input of Agenda Items
 - Board: Serrano added a new business item (see below)
 - Public: None

C. Approval of Minutes

Regular Meeting Minutes of June 23, 2026

Motion was made by Mascote, seconded by Compton, to accept the regular meeting minutes as presented. Ayes: Carried by acclamation

D. Treasurer's Report

- Compton reported the reports that are in the packet are for the full fiscal year. These numbers were expected and are not alarming. Numbers are reviewed/compared on a monthly basis and she does not expect issues going forward.

E. Director's Report

In addition to the distributed report, Fischer mentioned:

- The Circulation Clerk position has been filled. There were over 30 applicants (compared to 11 the last time hiring was posted) and Fischer thought this was due to the wage increase that the board implemented and offering more hours.
- Approximately 167 library cards have been issued under the Expansion of the Cards for Kids (for all kids under 18 that live in the Triad School District.) The program started in February. Fischer noted that she had been in contact with the school's superintendent office to have this offer advertised through digital backpack postings.
- Referring to the last bullet of the report, the number of items catalogued are for April – June, not January – March. Verbal correction was made.

- Referring to the program statistics, Akridge asked if the adult statistics were for adults that participated in programs or included adults that brought children for youth activities. Fischer reported that in some cases, adults were included in the children's programs, and she would discuss with Tori to clarify the statistics.
- Statistics were included for the summer reading challenge with 360,914 minutes logged with 731 people registered and 156 completed. These numbers were significantly larger than last year. Serrano asked if weekly log in data could be obtained to analyze a trend through the summer's program. Fischer will investigate.
- Erschen asked if the Facebook posts were also being added to Instagram. Fischer will investigate but noted that some Facebook postings cannot be added with the exact same content in Instagram. Fischer will discuss with the staff.

F. Maintenance

Nothing to report

G. Committee Reports

- **Personnel Committee**
 1. Akridge stated she sat in on the interviews with Fischer and the Senior Circulation Clerk for the new Circulation Clerk position and was pleased with how the interviews were conducted and the questions that were asked.
- **Finance Committee**
 1. No activity was required this month except to approve invoices.
- **Policy Committee.**
 1. Devany reported that some board members had returned the tuition reimbursement policy to her with comments. She will address and bring the recommended policy to the board for approval.
- **Building and Grounds Committee**
 1. Taake said the members plan to get together soon to review the outstanding and future projects.

H. Communications

I. Old Business

J. New Business

- Motion was made by Serrano, seconded by Taake, to purchase a gift card for an employee from the board. Compton noted it would be coded as Board Expense.
Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

K. Public Participation

L. Adjournment

Motion by Akridge, seconded by Devany, to adjourn the meeting at 7:31 p.m.

Ayes: Carried by acclamation

M. Announcements

Follow-up items for next meeting:

Two board volunteers needed to complete the Secretary's Audit portion of the IPLAR (Illinois Public Library Annual Report.) Contact Fischer if interested.