



Meeting Minutes
Tri-Township Public Library District
Tuesday, June 23, 2026
7:00 p.m. Regular Meeting
Meeting Room, Lower Level

Documents distributed to attendees:

1. Agenda
2. Meeting minutes (May 26 regular mtg and June 3 Policy, June 5 Personnel, June 19 Finance committee mtg minutes)
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

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 Linda Taake.
Absent: Trustee Katie Serrano (joined at 7:18 p.m.)
2. Public present: Elizabeth Fischer, Library Director; Karla Brown, Transcriber
3. Input of Agenda Items
 - Board: Akridge removed the closed session (section L) from the agenda as topic is covered under the Personnel Committee update (section G-1).
 - Public: None

C. Approval of Minutes

Regular Meeting Minutes of May 26, 2026

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

Policy Committee Meeting Minutes of June 3, 2026

Motion was passed by Devany, seconded by Mascote, to accept the meeting minutes. Ayes: Carried by acclamation (committee members)

Personnel Committee Meeting Minutes of June 5, 2026

Motion was passed by Compton, seconded by Devany, to accept the meeting minutes. Ayes: Carried by acclamation (committee members)

Finance Committee Meeting Minutes of June 19, 2026

Motion was passed by Akridge, seconded by Compton, to accept the meeting minutes. Ayes: Carried by acclamation (committee members); Absent: Serrano

D. Treasurer's Report

- Compton briefly went over the totals of the three reports as there were no significant issues in the month's activity.

E. Director's Report

In addition to the distributed report, Fischer mentioned:

- Several outstanding projects she is working on

- This past month the library had 943 patrons attending library events with the breakdown of:
 - 500 children/families
 - 31 teens
 - 412 attendees
- Over 50 programs are already scheduled for both July and August
- Outreach program is growing delivering to individuals but also having library representation at the Farmer's Markets, First Friday events, etc.

F. Maintenance

Nothing to report

G. Committee Reports

• Personnel Committee

1. Two part-time employees have given notice, and the Personnel Committee and Fischer have met to discuss. The plan is to offer a current part-time employee additional responsibilities and time to fill this void. This will qualify the employee for IMRF and healthcare benefits. A part-time circulation clerk position will be posted. Motion was made by Compton, seconded by Devany, to accept the recommendation from the Personnel Committee to combine the two part-time positions into a full-time position and fill a part-time circulation clerk position.
Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Taake; Absent: Serrano
2. Assisted the Policy Committee with developing a tuition reimbursement policy. See below.

• Finance Committee

1. Compton reported that ordinances and levies have been finalized.
2. Mentioned that some new categories have been included in the ordinances and levies, such as the tuition reimbursement, and she explained this is for the next fiscal year and can be altered if necessary. There is verbiage such as "should funds allow...."
3. She thanked the finance committee members as well as all others that were involved during this budget season.

(Serrano joined)

• Policy Committee.

1. Devany reported the committee members drafted a tuition reimbursement policy and sent all board members a copy to review. Members looked at what other district libraries were offering and Akridge contacted the state for clarification.
2. Other board members complimented the committee on how well this process was executed by involving the personnel and finance committees to ensure that concerns were addressed and in such a timely manner.

• Building and Grounds Committee

1. Taake went through the list of several outstanding projects, such as the cabinets and counter being installed in the meeting room and the windows are to be installed this week (weather permitting.)
2. Friends of the Library are donating a refrigerator for the meeting room.
3. There was a brief discussion on adding artwork to the meeting room and other parts of the library. Fischer mentioned the staff had several ideas and the committee

welcomes the staff's input.

- **Five-Year Plan Committee**
 1. Nothing to report.

H. Communications

I. Old Business

J. New Business

- **Appropriation Ordinance 26/27-01 Audit Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR AN AUDIT FOR THE TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Compton, seconded by Akridge, to accept Appropriate Ordinance 26/27-01 Audit Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Appropriation Ordinance 26/27-02 Building and Equipment Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR THE BUILDING AND EQUIPMENT FUND FOR THE TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Taake, seconded by Compton, to accept Appropriate Ordinance 26/27-02 Building and Equipment Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Appropriation Ordinance 26/27-03 General Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR THE GENERAL FUND FOR THE TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Serrano, seconded by Akridge, to accept Appropriate Ordinance 26/27-03 General Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Appropriation Ordinance 26/27-04 Illinois Municipal Retirement Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR THE ILLINOIS MUNICIPAL RETIREMENT FUND FOR THE TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Mascote, seconded by Compton, to accept Appropriate Ordinance 26/27-04 Illinois Municipal Retirement Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Appropriation Ordinance 26/27-05 Insurance Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR INSURANCE FUND FOR TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Akridge, seconded by Taake, to accept Appropriate Ordinance 26/27-05 Insurance Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Appropriation Ordinance 26/27-06 Social Security Fund**

AN ORDINANCE MAKING AN ANNUAL APPROPRIATION FOR THE SOCIAL SECURITY FUND FOR TRI-TOWNSHIP PUBLIC LIBRARY DISTRICT, MADISON COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027.

Motion was made by Erschen, seconded by Compton, to accept Appropriate Ordinance 26/27-06 Social Security Fund. Ayes by roll call: Akridge, Compton, Erschen, Devany, Mascote, Serrano, Taake

- **Ordinance 26/27-13 Meeting Dates**

An ordinance setting forth the time and place of the regular meetings of the Tri-Township Public Library District, Madison County, Illinois. Be it ordained by the Board of Library Trustees of the Tri-Township Public Library District, Madison County, Illinois, that the regular meetings of the Board of Trustees for the Fiscal Year 2026-2027 shall be held in the Meeting Room of the Tri-Township Public Library District, 209 South Main Street, Troy, Illinois, on the following dates at 7:00 p.m.:

**Regular Meeting Calendar
Tri-Township Public Library District
Fiscal Year July 2026 – June 2027**

July 28, 2026
August 25, 2026
September 22, 2026
October 27, 2026
November 24, 2026
January 26, 2027
February 23, 2027
March 23, 2027
April 27, 2027
May 25, 2027
June 22, 2027

Motion was made by Compton, seconded by Erschen, to accept Appropriate Ordinance 26/27-13 Meeting Dates. Ayes: Carried by acclamation;

K. Public Participation

L. Closed Meeting

Removed

M. Adjournment

Motion by Akridge, seconded by Mascote, to adjourn the meeting at 7:36 p.m.
Ayes: Carried by acclamation

N. Announcements

Follow-up items for next meeting: