

# **MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES**

## **REGULAR MONTHLY MEETING SEPTEMBER 8, 2025 6:15PM AT THE LIBRARY**

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**Members Present:** Susie Baker, Scott Schaumann, Mike Cunningham, Sarah Miller, Melissa Daley, Kate Smith, Stevi Stutzman  
Sarah Miller left the meeting early.

**Also present:** John Howard, Tammy Caputo, Rebecca Strom

Susie Baker opened the meeting by reading the library's mission statement: "Together we create a welcoming community that empowers everyone to learn, connect, create, and grow."

### **Review of the Minutes from August 11, 2025**

Stevi Stutzman moved to approve the minutes from August 11, 2025. Scott Schaumann seconded. Susie Baker and Kate Smith noted some typos. The motion passed, with amendments, unanimously.

### **Treasurer's Report**

#### **A. Financial Report for August 2025**

Kate Smith moved to approve the financial report for August 2025. Scott Schaumann seconded. The motion passed unanimously.

#### **B. Check Register for August 2025**

Kate Smith moved to approve the check register for August 2025. Scott Schaumann seconded. The motion passed unanimously.

Scott Schaumann asked why our Ameren bill was so high. John Howard said because of the summer rates.

John Howard said the check to Midwest Tape (Hoopla) was for two months.

### **Director's Report for August 2025**

John Howard reported monthly circulation statistics are up again.

Kate Smith asked why DVD circulation was up. Tammy Caputo said the maximum number of DVDs a patron can check out increased from ten to twenty.

John Howard said the people counter numbers were down from this time last year, most likely due to software issues.

Sarah Miller said she is pleased to see the library will be hosting more DMV Pop-Up events.

Scott Schaumann requested a summary of the number of patrons who were not able to obtain a library card online, including the reasons why. He asked for the summary to be presented in six months.

Scott Schaumann inquired whether the IPLAR statistics revealed any unexpected findings. John Howard said no.

### **Audience Comments**

There were no audience comments.

### **Committee Reports**

There were no committee reports.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

#### **A. Consideration of Renewal of QSEHRA for 2025**

Kate Smith moved to renew QSEHRA for 2025. Mike Cunningham seconded. The motion passed unanimously.

John Howard recommended keeping the yearly allotment per eligible employee at \$5,000.

Melissa Daley asked if \$5,000 was enough. John Howard said yes.

#### **B. Expansion Plan Update**

##### **a. New Estimate from Engberg Anderson**

John Howard reported the new estimate is higher than the original estimate, which was expected. He stated the new estimate covers the expansion project's cost, ongoing building maintenance requirements, and a larger meeting room than initially planned.

Sarah Miller asked about an expansion information campaign. John Howard said plans and people are in place to execute an information campaign. Kate Smith is heading up the effort.

Melissa Daley asked where the endowment funds are kept. John Howard replied Community Foundation of East Central Illinois located in Champaign, Illinois.

## **b. Financial Analysis of Expansion Plan and Library Financial Projections**

James Rachlin of Meristem Advisors presented the financial analysis of the expansion plan. This analysis includes projected operating budgets through 2036 and incorporates estimates of added operating costs due to the expansion, and funding to accomplish the repairs and maintenance projected on the existing building as a result of the capital needs analysis performed earlier this year. Mr. Rachlin presented a spreadsheet which allows us to review the impact of various referendum decisions on operating budgets and reserve accounts. Based on his experience with libraries, he recommends we try to maintain an 80% operational reserve fund. Mr. Rachlin answered several questions from the Board and was thanked for his work which will help us to understand all the financial ramifications of Board decisions.

## **c. Timeline of Expansion Planning and Fundraising**

John Howard announced the expansion kick-off event is Monday, September 29, 2025 at 6:30pm in the Edgar Room.

John Howard said major fundraising efforts will take place in September, October, and November.

## **C. Updates for Strategic Planning Day October 4, 2025**

John Howard said part of the day will be spent discussing expansion plans.

## **D. Upcoming Special Meetings**

### **a. Budget and Appropriation Hearing**

The hearing is scheduled for Monday, September 15, 2025, at 6:15pm in the library. John Howard will attend the hearing.

### **b. Special Board Meeting to Approve B&A Ordinance**

The special board meeting is scheduled for Thursday, September 18, 2025, at 6:15pm in the library.

### **c. Strategic Planning Meeting**

The strategic planning meeting is scheduled for Saturday, October 4, 2025, from 9:00am-4:00pm in the Edgar Room.

## **Strategic Plan**

There was nothing to report.

## **Board Advocacy**

### **A. Review of Mahomet Music Festival**

Melissa Daley enjoyed participating, noting the teens' enthusiasm for selecting free books. She also mentioned the location of our booth was ideal. Other board members agreed the location was better than what we have had in the past.

Mike Cunningham mentioned how nice it is to get to know library staff by working side-by-side at the event.

John Howard said he would like to reserve two spots next year and add another tent.

### **B. Tentative Date and Theme for Murder Mystery Dinner**

John Howard suggested hosting next year's murder mystery dinner on February 14, 2026 with Prom Night as the theme. The majority of the board was in favor of both suggestions. He will check with Farm Credit to see if their facility is available.

## **Trustee Comments**

Mike Cunningham praised the library staff for making the library a safe and fun place, especially for children.

Stevi Stuzman expressed her appreciation for the work John Howard has put in on the expansion project. His enthusiasm and hard work has not gone unnoticed. She reminded all staff to take time for self-care.

Scott Schaumann reminded everyone how important the expansion is to the community. All involved in making the plan work needs to keep at it.

Kate Smith thanked Kathy Leathers for her hard work preparing for the audit.

## **Adjournment**

Mike Cunningham moved to adjourn the meeting. Scott Schaumann seconded. The motion passed unanimously.

The meeting adjourned at 8:32pm.

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Respectfully Submitted by Tammy Caputo, Assistant Director