Mahomet Public Library District Board of Trustees
Regular Monthly Meeting June 8, 2026 5:30pm at the Library

Members Present: Susie Baker, Scott Schaumann, Stevi Stutzman, Kate Smith
Members Absent: Mike Cunningham, Melissa Daley, Sarah Miller

Also present: John Howard, Tammy Caputo

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 May 11, 2026

Stevi Stutzman moved to approve the minutes from May 11, 2026. Scott Schaumann seconded. The motion passed unanimously.

Treasurer's Report

A. Approval of Financial Reports

Kate Smith moved to approve the financial reports for May 2026. Scott Schaumann seconded. The motion passed unanimously.

John Howard noted the following:

- The library has not received the property tax disbursement from the County Clerk.
- We are 91.7% through FY2025-2026.
- The budgeted amount for books is managed as a whole, with purchasing decisions for each collection based on its specific needs. This is why expenditures for some collections are over budget and others are under budget.
- Tech Software expenditures are over budget due to the increase in annual subscription rates.
- Additional professional development expenses are anticipated due to the upcoming American Library Association conference. Rebecca Strom will attend all days of the conference and John Howard will attend one day.

B. Approval of the Check Register for May 2026

Kate Smith moved to approve the check register for May 2026. Stevi Stutzman seconded. The motion passed unanimously.

John Howard explained that the check to the Friends of the Library was for the book sale credit card purchases made by customers.

Election of Officers for 2026-2027

Stevi Stutzman moved to retain the current officers for 2026-2027. Kate Smith seconded. The motion passed unanimously.

Appointment of Committees and Positions

Stevi Stutzman moved to table the decision to keep the same committee members for 2026-2027. Kate Smith seconded. The motion passed unanimously.

Director's Report

John Howard reported that total circulation increased by 1%. He also noted that nearly 7,800 people visited the library last month despite a limited number of programs. He attributed the strong attendance to the I Spy event and the after-school Ice Daddy's event.

Scott Schaumann asked why the number of visits to the library website was up 25% from this time last year. John Howard said he did not look at the website statistics and is not sure why.

Scott Schaumann asked how people are discovering EverythingMahomet.com. John Howard explained that approximately 60% of website traffic comes from Facebook. The former Visit Mahomet Facebook page was renamed EverythingMahomet and has more than 4,500 followers. He also noted that he shares EverythingMahomet content on other Facebook pages to increase its reach.

John Howard noted website statistics from EverythingMahomet.com will be on next month's report.

Stevi Stutzman asked how to submit story ideas and calendar events to EverythingMahomet.com. John Howard said you click on the 'Talk To Us' link and then the 'Website Feedback' link.

John Howard stated that the pocket-sized paperback collection has shrunk, books are no longer being sold in that format and the decision was finally made to remove it. Susie Baker said she is surprised we didn't remove the collection sooner.

John Howard mentioned he is having difficulty finding someone to repair the flag pole. His goal is to have it repaired by the 4th of July.

John requested Board approval to hire his sister, Elizabeth Howard, to provide training for Susie Underland on search engine optimization and increasing website traffic. She is a professional freelance writer and her fee for the training will be around $250.

The Board gave one-time approval for this arrangement and requested that she submit a contract to the library outlining her services. They also noted that, moving forward, they would prefer to see bids for similar projects.

Audience Comments

There were no audience comments.

Committee Reports

There were no committee reports.

New Business

A. Meeting Schedule Ordinance for 2026-2027

Kate Smith moved to approve Ordinance No. 2026-1 listing the meeting time as 6:00pm. Scott Schaumann seconded.

Scott Schaumann said 6:00pm is a good compromise based on the other options of 5:30pm and 6:15pm.

Kate Smith said a 6:15pm meeting time makes is easier for audience members to attend and prefers 6:15pm for this reason.

Stevi Stutzman stated she had no preference.

Susie Baker stated 5:30pm is a difficult time to meet. She recommended 6:15pm.

Kate Smith moved to amend her motion stating a meeting time of 6:15pm. Scott Schaumann seconded. The motion passed unanimously. The Board approved Ordinance No. 2026-1 listing the meeting time as 6:15pm.

B. Expansion and Referendum Planning

a. Referendum Retreat with Ashley Stewart June 14th 1-5pm

John Howard said invitations to the retreat will be going out tomorrow. He anticipates the session lasting less than 4 hours.

b. Discussion of Expansion Parameters

John Howard asked the Board their thoughts on removing the outdoor patio from this phase of the expansion. John said he discussed the possibility with Rebecca Strom. She said she would not use the space very often for programming because of weather, particularly the wind. John mentioned several patrons told staff they thought the patio was a want rather than a need. Removing the outdoor patio from this phase of the expansion would decrease the cost by $1.4 million.

Scott Schaumann said he likes the idea for a couple of reasons. First, it reduces the overall cost of the project by 15%. Second, it shows we listened to voter feedback and come up with a different plan. He said we shouldn't exclude the option but make sure it can happen at a later time.

Stevi Stutzmann agreed with Scott. She said the indoor space is more important – it is definitely needed. She understands why some think outdoor space is a want. She sees the outdoor space as a need for reasons other than programming. For example, the space would be a safe place for teens to gather and hang out. Stevi wants to make sure we built the expansion so that the patio can be added at a later time.

Kate Smith agreed with both Scott and Stevi.

Susie Baker suggested a future fund-raising event to raise money to build the outdoor space.

The Board asked John to provide more detailed information at the July meeting.

c. Discussion of Possible Capital Campaign and Permission to Hire Consultant to do Feasibility Study

John Howard started the discussion stating the need to hire a consultant to perform a feasibility study before we start a capital campaign.

Scott Schaumann asked John to explain what a feasibility study is. John said it is a means to determine fundraising goals based on conversations with key stakeholders in the community. The consultant would hold interviews to determine which community leaders and donors are willing to chair the campaign committee, participate on the committee, and make major donations.

John Howard said he received two quotes from businesses who offer capital campaign feasibility studies and has chosen Eden+. They are based in Des Moines, IA. They quoted a cost of $24,000 plus travel expenses to complete the feasibility study.

Kate Smith suggested hiring Eden+ to perform the feasibility study. Once the study has been completed, the Board can make the decision whether or not to hire them to run the capital campaign.

Scott Schaumann asked how long the feasibility study will take. John Howard said 12 weeks.

Scott Schauman moved to approve hiring Eden+ for the capital campaign feasibility study at a cost of $24,000 plus travel expenses. Kate Smith seconded. The motion passed unanimously.

Strategic Planning

There was nothing to report.

Board Advocacy
A. Sign-Up Sheet – Ice Cream Social

John Howard passed a sign-up sheet around asking board members to sign-up if they are able to attend the event.

Trustee Comments

Scott Schaumann announced that his home in Mahomet has sold. The closing date is in July so this will most likely be his last Board meeting as a Board member.

Susie Baker told Scott she was going to miss his knowledge, his passion for the library, and his calm demeanor. She wished him well.

Stevi Stutzman provided an update on the most recent Friends of the Library (FOL) meeting. She is confident newly elected president, Erika Moeglich, will do well in the position. Stevi said the FOL are working to bring their operation into the digital world and she is willing to help them however she can.

Stevi Stutzman told Scott Schaumann she will miss his passion and unique questions. She wished him well. Stevi said the pollinator garden looks phenomenal! She also said she would provide snacks for the referendum retreat.

Kate Smith said she will miss having Scott Schaumann on the Board.

Adjournment

Scott Schaumann moved to adjourn the meeting. Stevi Stutzman seconded. The motion passed unanimously.

The meeting adjourned at 7:07pm.

Respectfully Submitted by Tammy Caputo, Assistant Director