

FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Wednesday, August 12th, 2026

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library Boardroom on Wednesday, August 12th, 2026. Board President Mary Kaufman presided and called the meeting to order at 6:00 pm.

Notice is hereby given that a majority of a quorum of the members of City Council of the City of Freeport may be present at the above-referenced meeting. No action on the part of the City Council will be taken.

Trustees Present

Al Evon, Alan Greene, Lucas Kramer, Mary Kaufman, Roger Schulz

Trustees Absent

Betty Butler, Tasha Mazique, Julie Reynolds, Michelle Swalve

Also present: Executive Director Emily Schaub and Ky Eckert acting as the Recording Secretary, Terri Best (LWV), Stephanie Nissen, and Amanda Meyers.

II. CHANGES/CORRECTIONS TO THE AGENDA

(GREENE/EVON) Motion to approve August 2026 Agenda.
5 in favor/0 opposed. Motion carries.

III. QUESTIONS OR COMMENTS FROM THE PUBLIC/MEDIA

Schaub read an email she received from a patron:

"Dear Freeport Public Library Board, My son is thirteen years old, and we wanted to thank the library for the excellent teen activities and resources that he has enjoyed this summer. He participated in the week-long "Art Camp: What is Acting?" program. He had so much fun and learned a great deal. It was a fantastic experience. He also appreciates the new teen room at the library. It's a good thing to have a fun, inviting, safe place away from home for teens to socialize. Thank you for providing these wonderful resources for our community! Sincerely, Sara Skwara"

Stephanie Nissen attended the meeting and spoke about her advocacy work in the Library world, specifically addressing collection concerns. She informed the Board on the crucial role that librarians play in the collection development process, and read an excerpt from the Intellectual Freedom Manual.

IV. APPROVAL OF MINUTES

(GREENE/SCHULZ) Motion to approve July 2026 Meeting Minutes.
5 in favor/0 opposed. Motion carries.

V. FINANCIAL REPORT

The Board reviewed the Financial reports from June and July, as June's budget sheet report was not presented last month. Evon asked about expected funds from the Foundation and the gifts and bequests line. Schaub made note to look into the Clock bequest.

(EVON/SCHULZ) Motion to approve June and July 2026 Financial Reports.
5 in favor/0 opposed. Motion carries.

VI. PRESIDENT'S REPORT

Kaufman congratulated our staff who participated in Highland's Summerset: Ky, Erin, and Caitlyn. She did share that Trustee Roger Schulz has elected to resign at the end of August 2026 due to life changes. We thank him for his contributions to the Library on this Board now, and when the Library was first built in 2003. Schaub has reached out to Mayor Miller to notify her of the vacancy and was made aware of a few individuals who are interested.

VII. EXECUTIVE DIRECTOR'S REPORT

Schaub informed the Board about the ongoing equipment and facility updates. Facility updates include a carpet repair, moving the handicap button on the Douglas St entrance, and the water fountain repair in the lobby.

NICAM came to investigate water-damaged drywall in the lobby by the water fountains and found a leak. The leak has been repaired and Elkay has agreed to donate bottle fillers for that spot.

Schaub received information about the sprinkler system repair. She received very similar answers from multiple companies and shared these findings with the Board.

Tatum Vaught, Clerk 5, came to Schaub with an idea for expanding literacy, so she is leading a new group called Multi-media Musings, encouraging community members of all ages to consume media on the same topics and share their findings.

Schaub reviewed her outreach and meetings for the past month. Managers discussed prioritizing outreach and facility maintenance in accordance with the Strategic Plan. Schaub plans to expand those budget lines in 2027, if possible. Kaufman explained that the levy was dropped for a couple of years, and it was with the knowledge that it would be raised again in the future.

Schaub mentioned one of her wishlist items is hiring a janitor/maintenance person. Even part-time, this would save the Library on calling vendors for every facility issue. She also mentioned her hopes for an outreach position, and allowing teen programming its own expense line.

The Board discussed CM Boyer's offer to handle the Library's snow removal. Kaufman communicated the need to discuss the service agreement and expectations.

Community Meetings are being held at the Library, and seem to be going quite well. Responses from attendees have been very positive.

Trustee Binders

Each Trustee was provided a binder with several important documents including a newsletter, the history and mission of the Library, OMA questions and answers, a simplified version of Roberts Rules, the responsibilities of Trustees, the new Library Standards, Trustee Facts File, and a glossary. This manual will help the members gain crucial knowledge about the standards for libraries and trustees.

Evon asked if any action needed to be taken regarding the sprinkler repair or water fountains. Schaub replied that she is waiting on the 3rd proposal for sprinklers, and has not received a quote from NICAM on the water fountains yet. NICAM has verbally agreed to wait until January to charge us, if needed. No action until next month.

VIII. MANAGEMENT REPORTS

Schaub reviewed the Adult Services and Circulation departmental reports. Youth Services Administrator Amanda Meyers presented her End of Summer Report, highlighting statistics as well as photos from the many fun displays and programs created by Meyers and Librarian's Assistant Erin Schrader. Meyers also announced next summer's theme: *Mysteries Await at Your Library!* Kaufman thanked Meyers for her hard work and the Board congratulated her on another successful summer.

IX. NEW BUSINESS

Collection Development Policy Updates

(EVON/SCHULZ) Motion to approve the Collection Development Policy as amended.

5 in favor/0 opposed. Motion carries.

Unattended Children & Vulnerable Adults Safety Policy

This policy was previously named the Safe Child policy. Language has been updated to better reflect practices of the Library and include vulnerable adults.

(EVON/SCHULZ) Motion to approve the Unattended Children & Vulnerable Adults Safety Policy.

5 in favor/0 opposed. Motion carries.

Schaub shared a memorandum requiring libraries to display suicide prevention information.

Addressing Collection Concerns

Schaub expressed that the materials brought to the Board's attention in previous meetings will not be moved, as moving items to more difficult-to-find places is a form of soft censorship. Kaufman spoke about her recent meeting with Schaub and Mayor Miller concerning this issue. The Board urges patrons and community members to submit a request for reconsideration form, available on the Library website, if they have concerns regarding the collection.

October 23, 2026 Half Day Closure for Inservice Staff Training

(EVON/KRAMER) Motion to approve Library closure for Friday, October 23 for staff training.

5 in favor/0 opposed. Motion carries.

X. UNFINISHED BUSINESS

Ex-Officio Member of Foundation & Vice Versa

The Foundation's next meeting is September 15th.

XI. DISCUSSION

Evon informed the Board about the advocacy training he attended.

XII. ADJOURNMENT

(SCHULZ/GREENE) Motion to adjourn the meeting at 7:20 pm.

5 in favor/0 opposed. Motion carries.

Submitted by Ky Eckert