

**Ella Johnson Memorial Public Library
109 S. State Street, Hampshire, IL 60140
Regular Meeting of the Board of Trustees
August 24, 2026**

Call to Order: President Linda Wallace called the regular meeting of the Board of Trustees to order at 7:00 pm.

Present: Trustees Kim Alberth, Pat Dumoulin, Kathy Eller, Morgan Kolecke, Suzanne Lattanzio, Judy Pokorny and Linda Wallace.

Absent: None

Staff Members: Executive Director Stephen Bero, Youth Services Manager/Assistant Director Heather Swanson, Recording Secretary Kimberly Luhman.

Public: Beth Keppler-Dewberry, Jared Neuman-N2 Solutions, Soju Kunchandy-N2 Solutions, Tom McGrath-Lamp, Cindy Jerger, Cathy Czopek from Friends, Bonnie Keegan from Friends

Pledge of Allegiance: President Wallace led those gathered in the Pledge of Allegiance.

Changes/Corrections to the Agenda: None

Questions/Comments-Public/Media: None

Approval of Minutes:

- A. Regular Meeting:** Motion by Trustee Dumoulin and second by Trustee Eller to approve the minutes from the Regular Hearing held on July 27, 2026. The minutes were approved by voice-vote consensus.
- B. Executive Session:** Executive Session minutes held on June 22, 2026, will be approved at the next voters meeting.

Treasurer's Report:

- Approval of Bills for August 2026; Payrolls for July 2026. Motion by Trustee Lattanzio and second by Trustee Pokorny to approve the August 2026 Bills in the amount of \$27,956.20 and the July Payrolls in the amount of \$42,261.91. The Bills and Payrolls were approved by voice-vote consensus.
- Financial Report-August 2026

Director's Report:

- Department Reports
- Circulation/Programming/Database Statistics
- PrairieCat Administrative Council Brief-August 7, 2026
- Ella's Friends Minutes-August 4, 2026

Director's Report:

Director Bero shared that the Summer Reading program is done, the program did good this year. He wanted to recognize all the staff for a great job.

Heather shared that there were several programs that had to be cancelled due to weather conditions; smoke, heat or storms were the reason.

Adult participation went up and youth participation went up slightly. Overall, the Summer Reading Program went well.

Cathy from Friends shared that the monthly drop offs at the library have gone great. Friends will resume drop offs after the book sale.

President's Report: President Wallace shared an article from the Daily Herald newspaper regarding how much books cost and their value. Kudos to those that do the job of keeping all the books in order.

Unfinished Business: None

New Business:

A. Ordinance 2026-08-01 Combined Budget and Appropriations for Fiscal Year 2026-2027

Motion by Trustee Lattanzio and second by Trustee Eller that the board adopt Ordinance 2026-08-01, Combined Budget and Appropriations for Fiscal Year 2026-2027. The motion was approved by voice-vote consensus.

B. Illinois Public Library Annual Report (IPLAR) for fiscal year end June 2026

1. Final draft of the IPLAR

Motion by Trustee Dumoulin and second by Trustee Alberth that the board adopt the Illinois Public Library Annual report for fiscal year end June 2026 for submission. The motion was approved by voice-vote consensus.

C. Personnel Policy: Evaluations

Motion by Trustee Dumoulin and second by Trustee Lattanzio that the board adopt revision of the Personnel Policy: Evaluations as presented. The motion was approved by voice-vote consensus.

D. Building Renovation Project: Presentation by construction manager and architect.

Beth from Dewberry spoke first:

- She informed the board that Dewberry had met with the Village of Hampshire.
- Few changes from the previous discussion have been made.
- Exterior door on the Northwest side of the building will need to be added for an emergency exit.
- Copy and print area will be moved closer to the circulation desk.
- Friends' area will be a bit bigger.
- Self-checkouts have moved.

Tom from Lamp Construction highlighted a few items:

- Shared the construction cost and breakdown.
- Alternates that were included in the base bid were the restroom and manual blinds.
- Phasing allowance price has increased to \$150,000.00.
- Currently the price sits at \$2,096,377.00 for the remodel.
- Lamp will start as soon as all the materials are available.
- December 28 out to bid, contractors have 3 weeks to bid for the job.
- Letters of recommendations for the February 22nd board meeting for board approval.
- Timeline has shifted a bit to allow for bidding and arrival of materials. Tentative move back into the building in August.
- If we are phasing or completely moving out, we need to have that decision made by contractors bid time.

Soju from N2 Solutions:

Question regarding having a designated server room with temperature control. He currently does not see that on the present floor plans.

Beth from Dewberry shared that the current Tech supply area will be the designated server room. Soju informed the board that an option would be to go with a Cloud option and save on the cost of a new server.

Board: Discussion regarding temporary locations

Store front:

- Cost could be approximately \$500,000.00-\$1,000,000.00 for concrete alone. If that is something we choose to do the library would need to pay for that.
- Trustee Alberth said the taxpayers should not be paying for such an item, and the board agreed with this statement.

Church:

- Church located on Jefferson has offered the library temporary space.
- Concerns being in a residential area.
- Damage to the stain glass is a big concern.
- Smell in the basement
- Water that occasionally comes into the basement
- Environment concerns.
- ComEd upgrade cost and time frame.
- Heather Swanson shared her concerns with this location. We have several staff members who are sensitive to environmental issues and this location would not work for them. Everyone who went down into the basement had to have smelled the musty-moldy air. Trustee Kolečke agreed with Heather and added that if she had to work down there, she would not.
- If the library cannot find a location we will need to do the remodel in phases. Possibly move the tech staff to a smaller location.
- We could change the library hours. Construction could begin early and the library could open later in day.
- We need to be aware of prep time in the temporary location.
- Whatever direction we go, communicating with the public is a priority.

E. Executive Session

Motion by Trustee Dumoulin and second by Trustee Lattanzio that the board enter into Executive Session at 8:06 PM to consider the employment of a specific employee of the public body [5ILCS 120/2 (c)(1)]. The motion was approved by voice-vote consensus.

Board returned to its regular meeting at 8:39 PM

Action as a result of the Executive Session:

Motion by Trustee Dumoulin and seconded by Trustee Eller that the board approve the new employment agreement with Stephen Bero from September 15, 2026, through September 17, 2027. The motion was approved by voice-vote consensus.

Adjournment: Trustee Dumoulin motioned for the meeting to be adjourned, seconded by Trustee Eller. President Wallace adjourned the meeting at 8:40 p.m. Closing of the meeting was approved by voice-vote consensus.

The next Regular Board Meeting is at 7:00 pm on Monday, September 28, 2026.

Respectfully submitted,

Kimberly Luhman, Recording Secretary

Kim Alberth, Board Secretary