

**FLAGG-ROCHELLE PUBLIC LIBRARY DISTRICT**

**Board of Trustees - Regular Session**

August 21, 2025

**Trustees Present:** Teresa Haggstad, Jackie Dickow, Faten Abdallah, Sheri Klindera, Sue Sevedge, Darci Waltrip.

**Absent:** Lanning Nicoloff.

**Also Present:** Sarah K. Flanagan, Library Director; Juan Martinez, Assistant Library Director; Ashley Capes, Children's Programming; Thomas Burke, Helm.

**Call to Order:** At 7:03pm, Mrs. Haggstad called the Regular Meeting to order.

The Board allowed Thomas Burke to speak first regarding our air handling unit's replacement.

Our building's schematics and blueprints, rare for us to have, were provided to Thomas Burke and his team in a visit beforehand so that Helm could investigate and assess the potential job site's potential in replacing our air handler system.

Thomas had gone over what some of the job would entail as our situation is such that we cannot have a unit on the roof, the library is listed in the National Register of Historic Places, there are numerous obstructions in the way (a tree, sidewalks, and a transformer unit), and the highway would need to be shut down for a day, among other concerns.

He spoke of how they would remove the old and put in the new through one of the air handler vent openings on the east side of the building. Refrigerant would be aligned with the third iteration, R-452B, instead of the current R-410A, as that's being phased out via EPA rules; luckily we're not using the oldest R-22 type. A digital control system monitor and fan would be installed to deal with any leaks as this refrigerant is heavier than air. Depending on weather and parts, ideally the job would happen during Spring or Fall of 2026. The library itself would have to be closed (to the public) for 2-3 weeks, the electricity would be off for only a short time as a new panel would be installed.

Thomas also spoke of Equalis Group, an organization that Helm belongs to that allows users to remain in compliance for Public Sector entities to utilize it to quickly acquire products/services, receive better pricing through collective buying, and save time in the bidding/solicitation process. A down payment of ~15% would be needed and we would be able to spread out the estimated expense of \$500K-\$600K into two Fiscal Years. Sarah would send questions and the Equalis Group's documents to our attorney to look over as well as come up with follow up questions.

Ashley Capes, Head of Children's Programming, spoke to the Board next regarding upcoming Fall programming, including an adult charcuterie session on October 14th, Homeschool Hangout events and dance classes, a Dungeons & Dragons program, K-Pop Demon Hunters dance class, a new Taylor Swift fan club, Drama Club, Storybook Theater, special "Read With \_\_\_\_" sessions with local celebrities, as well as Art & Chill, LEGO Club, Coloring Club, Pokémon, and more.

**Minutes:** Mrs. Haggstad requested a motion to approve the July 2025 Regular Meeting minutes. Mrs. Sevedge so made the motion and Mrs. Abdallah seconded. Motion carried.

**Finances:** The August 2025 Vendors' Lists was presented, with RMU's bill being \$4,345. Mrs. Dickow made to motion to approve the minutes and Ms. Waltrip seconded. Motion carried.

A Tax Distribution payment of \$8,101.64 was received. Our Grant Fund will be getting a \$19,000 check next month as that has come in. Laura Babula from Sikich had viewed and approved the reports ahead of the meeting.

**Unfinished Business:** A Final Draft of the FY 2025-2026 Working Budget was also presented with balances on hand and Fund Receipts shown. For the roof, Sarah would be getting a quote from Sterling Roofing with a number of options as soon as possible.

**Recognition of Visitors:** Thomas Burke, Helm; Ashley Capes, Children's Programming.

**New Business:** The Budget and Appropriations for FY 2025-2026 Ordinance, No. 25-1, was presented and would be passed and signed, along with the Certification, at the next Board Meeting in September. The Annual Secretaries Audit would need to be viewed and signed by two Board Members and would be available next week. IPLAR will be due on September 1st. Marguerite Thomas, a longtime patron, had died and left some money to various organizations and libraries, including ours. A check in the amount of \$4,000 was received by Sarah from John Thomas, Marguerite Thomas' grandson who now handles her estate.

**Librarian's Report:** The library had its Foam Blast party to end Summer Reading and grand prize drawing winners were announced. Our Book Sale was held in the front room this year as our regular meeting room space was booked during that week for HOA and other meetings. People really liked the front room as it brought a different vibe to the event. The last day for it will be Saturday. Dividers were ordered for future events in the front room so that we can separate sections in case more than one group was meeting in there. \$400 was made on the first day of the sale! We were in the Lincoln Highway Heritage Parade on Sunday, August 17th; at first, we thought we had won the Merit Award for our float, however, we were notified later that it was another group that had actually won it. Our staff meeting was held on August 20th.

**Adjournment:** A motion was made by Ms. Waltrip and seconded by Mrs. Sevedge to adjourn the meeting at 8:46 pm.

Juan Martinez

Recording Secretary

Approved: 9/18/2025