

## BUNKER HILL PUBLIC LIBRARY DISTRICT MINUTES

Wednesday, July 9, 2025

A quorum was established. The meeting began at 6:00 p.m. Dauksch, Kruemmelbein, Thyer, McWhorter, and Thyer in attendance. Motion to approve the agenda was made by Thyer and seconded by Kruemmelbein, motion carried. Motion to approve the minutes of last meeting was made by Thyer and seconded by Kruemmelbein motion carried.

No Public Comments

### Treasurer's Report

1. 6-2025 Report
2. YTD Budget Report Motion was made by Kruemmelbein and seconded by Allen. Motion carried.
3. Assets Report

### Librarian's Report

1. Summer Reading Program Update
2. Illinois State Comptroller Annual Financial Report
3. Patron Banned for 30 days.
4. IPLAR
5. Director Extended Vacation

### Committee Reports:

1. Budget/Finance Committee
  - a. Need to transfer \$10,000 until our tax money comes in.
  - b. Checking with Morrison about CD being due and renewing it.
  - c. McWhorter review was done in July. Brittany is soon and Kim is in February
2. Building/Maintenance None
3. Policy/Procedure Committee: - None
4. Community/Public Relations
  - a. Selling ads for Pumpkin Run for October. Getting raffle tickets for Hog Raffle
5. Landscaping Committee None

Old Business: Economic Statements. Think they were all mailed in.

No New Business

No Executive Session

Next Board Meeting is Wednesday, August 13, 2025 at 6:00 p.m.

Meeting was adjourned at 6:30 p.m. with a motion by Thyer and seconded by Kruemmelbein. Motion carried.

## BUNKER HILL PUBLIC LIBRARY DISTRICT AGENDA

Wednesday, August 13, 2025

6 p.m.

A quorum was established at 6 p.m. with Dauksch, Gill, Morrison, McWhorter, Kruemmelbein, Phelps, Thyer and Allen. Motion to approve the agenda was made by Morrison and seconded by Thyer. Motion carried. Motion to approve the minutes as presented was made by Thyer and seconded by Morrison. Motion carried.

No Public Comments

### Treasurer's Report

1. 7-2025
2. YTD Budget Report. Motion to accept reports as presented was made by Allen and seconded by Kruemmelbein.

### Librarian's Report

1. August Calendar Events
2. IPLAR – Submitted on 8/6/2025 – Due 9/1/25.
3. Book sale - \$436.50
4. CEJA Funding Send ideas by 9/10/25.
5. Kimberly Albers Salary Increase Moved to executive session.
6. Book Donations – Meadowbrook School District gave us some books that we need to go through.

### Committee Reports

1. Budget/Finance Committee No Report
2. Building/Maintenance Committee No Report
3. Policy/Procedure Relations Committee
4. Community/Public Relations Committee
  - a. Fall Fest - selling tea, blind date with a book, pumpkin run sign up and Hog ½ raffle sale.
  - b. Pumpkin Run Cindy and Deb are selling lots of ads Hopefully enough sold to pay for t-shirts.
  - c. Raffle Tickets – Members selling and also at the Fall fest.
5. Landscaping Committee Mary Lou and Todd May pulled weeds. Thank you card sent. Put bids out for snow removal. Need someone to get trees out of gutter.

Old Business: None at this time.

New Business: Snow Removal bids to be advertised.

Executive Session: Enter at 6:30 p.m. and resumed meeting at 6:38 p.m.

Next Board Meeting is Wednesday, September 10, 2025 at 6 p.m.;

Motion to adjourn meeting was made by Allen at 6:40 p.m and seconded by Morrison. Motion Carried

BUNKER HILL PUBLIC LIBRARY DISTRICT  
WEDNESDAY, SEPTEMBER 10, 2025  
6:00 P.M.

A quorum was established. Meeting was called to order at 6 p.m. Thyer, Gill, Morrison, Krueemelbien, Phelps, Allen and McWhorter were present. Motion to approve the agenda was made by Morrison and seconded by Krueemelbein. Motion carried. Motion to approve the minutes from last months meeting was made by Gill and seconded by Morrison. Motion carried.

No Public Comments

Treasurer's Report

1. 8-2025 Report
2. YTD Budget Report Motion was made by Phelps and seconded by Allen to accept the reports as presented. Motion carried.

Librarian's Report:

1. September Calendar of Events
2. Library Crawl is from October 1<sup>st</sup> – 31<sup>st</sup>. Bunker Hill is participating this year. You can sign up in library. License plate key chain is being given by our library.
3. Patron Banned – she was banned for 30 days. From Shelter Care
4. Business line being used for personal phone calls from patrons. We are asking them to only do for emergencies.
5. Narcan training – due by January 1, 2026
6. Book Repair Training in Collinsville on October 23. Motion by Morrison and seconded by Krueemelbein to allow to attend. Motion carried.
7. Attended a micro library meeting on September 8<sup>th</sup>

Committee Reports:

1. Budget/Finance Comment – Nothing to report
2. Building/Maintenance – Nothing to report
3. Policy/Procedure Nothing to report
4. Community/Public Relations Committee
  - a. Fall Fest – Booth will be set up for raffle, pumpkin run, Blind Date with a Book and ice tea.
  - b. Pumpkin run update – schedules will be sent out, route will be marked, t-shirts picked up, and supplies will be picked up.
  - c. Raffle tickets update – will be sold at Fall Fest, by individuals, and up until pumpkin run is finished
5. Landscape Committee Nothing to report

Old Business None at this time

New Business None at this time

Next Board Meeting is Wednesday, October 8, 2025, at 6 p.m.

Motion to adjourn was made by Allen and seconded by Phelps. Motion carried at 6:22 p.m.

**Bunker Hill Public District Agenda**  
**Wednesday, October 8, 2025**  
**6:00 p.m.**

A Quorum was established with Dauksch, Gill, Krueemmelbein, McWhorter, Thyer, Morrison and Allen. A motion was made by Gill and seconded by Morrison to approve the agenda for this month's meeting. Motion carried. A motion was made to approve the minutes of last month's meeting by Thyer and seconded by Krueemmelbein. Motion carried.

There were no public comments.

**Treasurer's Report:**

1. 9-2025 Report
2. YTD Budget Report A motion was made by Morrison and seconded by Thyer to approve the reports as presented. Motion carried.

**Librarian's Report:**

1. October Calendar of Events
2. Snow Removal Advertisement Posted
3. Require Narcan Training Scheduled
4. CIT Sensory Boxes
5. Pumpkin Run Suggestions were made. McWhorter is keeping a file for next year. \$1,349 on the run and \$1,240 on the raffle.
6. Life/Vac Kit/AED was acquired by Cindy for the library.
7. Macoupin County Taxes were received our first payment.
8. Library Crawl – October 1-31 Visitor Update
9. Assistant Librarian Annual Review

**Committee Reports:**

1. Budget/Finance Committee Nothing to report.
2. Building/Maintenance Committee Nothing to report (but contacting James Speitel)
3. Policy/Procedure Committee Nothing to report.
4. Community/Public Relations Committee The raffle and the run were a success. More to come.
5. Landscaping Committee Bid for snow removal was posted.

There was no Old Business

There was no New Business

Executive session at 6:21 p.m. with Dauksch, Gill, Krueemmelbein, Allen, Thyer, and Morrison. Session closed at 6:25 p.m.

Motion was made by Gill and seconded by Morrison to give a merit raise to the Assistant Librarian II a 50C an hour raise as of October 1<sup>st</sup>, 2025. Motion carried.

Next Board meeting is Wednesday, November 12, 2025, at 6 p.m.

Motion to adjourn was made by Thyer and seconded by Krueemmelbein. Meeting adjourned at 6:37  
Motion carried.

**Bunker Hill Public District Minutes**  
**Wednesday, November 12, 2025**  
**6:00 p.m.**

A Quorum was established with Dauksch, Gill, Kruemmelbein, McWhorter, and Morrison. The meeting began at 6:00 p.m. Phelps arrived at 6:02 p.m. A motion was made by Gill and seconded by Morrison to approve the agenda for this month's meeting. Motion carried. A motion was made to approve the minutes of last month's meeting by Morrison and seconded by Kruemmelbein. Motion carried.

There were no public comments.

**Treasurer's Report:**

1. 10-2025 Report
2. YTD Budget Report A motion was made by Kruemmelbein and seconded by Morrison to approve the reports as presented. Motion carried.

**Librarian's Report:**

1. November Calendar of Events
2. Toddler Time- Time Adjusted to 11a.m. start instead of 10:30a.m.
3. Halloween Event Participants
4. Library Crawl Ended in October. Final number of participants.
5. BHJH Visit 11/5
6. Macoupin County Health Department- Get Covered Illinois will be at library bi-weekly for 1 hour.
7. Beautification Committee requested for a book donation for the Christmas Walk. A motion was made by Morrison and seconded by Kruemmelbein to approve the donation request. Motion carried.
8. M&M Club Visit scheduled in December.
9. Macoupin County Taxes were received our second payment.
10. Snow Removal Bid Received one
11. AED received on 10/30/2025
12. ILLINET – Completed on 10/13/2025
13. CEJA Funding Update
14. 2026-2027 Levy Presented

**Committee Reports:**

1. Budget/Finance Committee Nothing to report.
2. Building/Maintenance Committee Nothing to report (but contacting James Speitel)
3. Policy/Procedure Committee Nothing to report.
4. Community/Public Relations Committee Nothing to report.
5. Landscaping Committee Nothing to report.

There was no Old Business

There was no New Business

Next Board meeting is Wednesday, January 14, 2025, at 6 p.m.

Motion to adjourn was made by Phelps and seconded by Gill. Meeting adjourned at 6:22p.m. Motion carried.

**Bunker Hill Public Library Minutes**

**January 14, 2026**

**6:03 p.m.**

Wade Dauksch called the meeting to order. A quorum was present. Dauksch, Krueemelbein, Gill, Morrison, Phelps, McWhorter, Thyer, and Allen were present. Motion was made by Thyer and seconded by Phelps to accept the agenda for the meeting. Motion carried. A motion to approve the minutes of the last meeting was made by Gill and seconded by Krueemelbein. Motion carried. Motion to approve the special minutes of last months meeting wa made by Phelps and seconded by Morrison. Motion carried.

No Public Comment.

**Treasurer's Report**

1. 11-2025 Report
2. 12-2025 Report
3. YTD Budget Report Motion was made by Allen and seconded by Morrison to approve the Treasurer's report. Motion carried.

**Librarian's Report:**

1. December Events
2. January Calendar of Events
3. Snow removal issues were resolved
4. 3<sup>rd</sup> Macoupin County Taxes were distributed
5. Lewis Clark Tutoring Display A motion was made by Thyer and seconded by Allen for them to display their hours. Motion carried.
6. PerCapita Grant was filed 1/12/26
7. Cleaning Policy was updated.

**Committee Reports:**

1. Budget/Finance Committee – CD maternity on the 14<sup>th</sup>. It is at UCB. Gill and Dauksch are looking into it.
2. Building/Maintenance Committee They book was to be by furnace. Cant find it. Will call James again.
3. Policy/Procedure Committee: None
4. Community/Public Relations Committee Talking to Good Vibes
5. Landscaping Committee None

**No Old Business**

**New Business:** Wade Dauksch gave his June 30<sup>th</sup> date to leave. He is retiring. Need to look into prospects.

**No Executive Session**

**Next Board Meeting Wednesday, February 11<sup>th</sup> at 6 p.m.**

**Motion by Thyer and seconded by Allen to adjourn at 6:29 pm**

Bunker Hill Public Library Minutes

February 11, 2026

6:00 p.m.

Wade Dauksch called the meeting to order. A quorum was present. Dauksch, Gill, Morrison, McWhorter, and Thyer were present. Motion was made by Thyer and seconded by Morrison to accept the agenda for the meeting. Motion carried. A motion to approve the minutes of the last meeting was made by Gill and seconded by Thyer. Motion carried.

No Public Comment.

Treasurer's Report

1. 01-2026 Report
2. YTD Budget Report. Motion was made by Thyer and seconded by Gill to approve the Treasurer's report. Motion carried.

Librarian's Report:

1. February Events
2. FOIA Request fulfilled
3. CEJA Update- Project overview paragraph was presented. A motion was made by Thyer and seconded by Morrison for approval of the project paragraph. Motion carried.
4. Reaching forward South – Director requested for approval to attend on April 10. A motion was made by Morrison and seconded by Thyer for Director to attend. Motion carried.
5. Email Addresses for Board Members – decision was made to address at a later date when more members were present.
6. PTAX-300. Director will be researching more information on this.

Committee Reports:

1. Budget/Finance Committee: None
2. Building/Maintenance Committee: None
3. Policy/Procedure Committee: None
4. Community/Public Relations Committee: None
5. Landscaping Committee: None

No Old Business

New Business

No Executive Session

Next Board Meeting Wednesday, March 11<sup>th</sup> at 6 p.m.

Motion by Thyer and seconded by Morrison to adjourn at 6:21 pm

Bunker Hill Library Minutes  
Wednesday, March 11, 2026  
6:00 p.m.

A quorum was established with Dauksch calling the meeting to order at 6:00 p.m. Dauksch, Gill, Morrison, McWhorter, Thyer and Allen in attendance. Motion to approve the agenda was made by Allen and seconded by Thyer. Motion carried. Motion to approve the minutes for March meeting was made by Gill and seconded by Morrison. Motion carried.

No Public Comments

Treasurer's Report:

1. 2-2026 Report Motion made by Thyer and seconded by Morrison. Motion carried.
2. YTD Budget Report Motion made to accept the reports by Gill and seconded by Morrison. Motion carried.

Librarian's Report

1. March Events attached
2. Chamber of Commerce Business Passport. Motion made by Morrison and seconded by Gill to become a part of the passport with Bunker Hill Chamber. Motion carried.
3. Employee annual review.

Committee Reports:

1. Budget/Finance Committee
  - a. Schedule a meeting for the 2026/2027 Year. Meeting will be March 14<sup>th</sup> at 6 p.m.
2. Building/Maintenance Committee
  - a. Will be checking with Mark about the book James couldn't find it.
3. Policy/Procedure committee None
4. Community/Public Relations Committee
  - a. Will be doing April 9<sup>th</sup> raffle with the Speed Demons. Talking about Pumpkin Run and Blind Date with a book for Fall Fest. Maybe Hog raffle
5. Landscaping Committee
  - a. Summer lawncare. Will be advertising for bids.

No Old Business

New Business: P-Tell last done in 2017. Working with Pete Duncan. Evaluations for Natalee to be turned in by March 27<sup>th</sup>. Deb will pick and up collate.

Executive Session: Went in at 6:25. Motion by Allen and Second by Thyer to go into Executive Session. Motion made by Thyer and seconded by Allen to leave Executive Session at 6:36.

Next board meeting is Wednesday, April 8<sup>th</sup> at 6 p.m.

Motion by Morrison and seconded by Thyer for adjournment at 6:37 p.m. Motion carried.