Robert R. Jones Public Library

Board Meeting Minutes

Organization	Robert R. Jones Public Library District Board of Trustees
Meeting Type	Regular session
Date	August 27, 2026
Time	6:00 pm
Location	Community Room, 900 1st St., Coal Valley, IL
I. Call to Order, Welcome, and Establishment of Quorum	
Call to Order Time:	6:01 pm
Presiding Officer:	Nick Hanna, President
Board Members Present:	Janene Finley, Vice President Bonnie Lawhorn, Secretary Tish Jackson, Treasurer Pubali Kundu, Trustee Angela Moody, Trustee Stephanie Marvin, Board Appointee
Board Members Absent:	None
Staff Present:	Victoria Blackmer, Director
Quorum Established:	Yes
II. Board Appointee Oath of Office, Bonnie Lawhorn	
Bonnie Lawhorn administered the Oath of Office to Stephanie Marvin	
III. Public Comment None	
IV. President's Report None	
V. Secretary's Report	
Approval of Previous Meeting Minutes (date):	July 23, 2026
Motion:	Janene Finley
Second:	Angela Moody
Vote:	Stephanie-Aye; Pubali-Aye; Bonnie-aye; Janene-Aye; Tish-Aye; Angela-Aye
VI. Treasurer's Report	
Financial Summary:	The report was tabled until Sept. 17th meeting as there were questions about the West Bend Insurance and the payments to IMRF
Motion to Accept:	Pubali Kundu

Second:	Tish Jackson
VI. Director's Report	
Highlights:	The staff has diverse interests that they can offer a variety of programs. Asking feedback from participants and found that they would like Chair Yoga to follow the Walking Club session. She is trying to expand their "Library of Things" offerings for check out. Angie suggested sports equipment. Angie stated that she sees the influence of our library at parks.
VII. Committee Reports	
Program Committee (Bonnie Lawhorn)	
Report Summary:	None
Building and Grounds Committee (Pubali Kundu)	
Report Summary:	Met with Victoria regarding the carpet. Need to do some research and see where it was purchased, what is the stock number to see if it is still available in case we would want to purchase just enough to replace the area or if we would need to replace all of the carpet depending upon the age of it. Pubali was wondering if we could have emails connected to the library so that we could keep Board emails separate from our personal email.
Follow Up:	Pubali will take a look at the lease to see about the responsibility for the carpet. Victoria will check into the possibility of emails for Board members

Employee Committee (Janene Finley)	
Report Summary:	Nick updated the Director evaluation form to include the Strategic Plan. The committee will need to meet? McKenzie (Kenzie) Reimers is our new hire.
Finance Committee (Tish Jackson)	
Report Summary:	
Follow-Up:	Victoria will check with the State Library to see if we are correct in carrying over the Fund balance from last year to this year.
Follow-Up:	Victoria will amend GOV-010 Policy and send it to the Policy Committee for review.
Follow-Up:	Victoria will put together an information sheet with % and flat amounts for what has been spent and the projected changes with the increase of 4.95% that was approved with the Budget by the August meeting.
Policy Committee (Angela Moody)	
Report Summary:	Hard copies of the Bylaws were passed out. Thanked everyone for their hard work.
VIII. Old Business	
Discussion:	Still have not heard back from the State Library on clarification of unspent funds.
IX. New Business	
Discussion:	Victoria has put together a Risk Management & Loss Control Plan. Angie suggested attaching it to a policy as an addendum (which would need to be approved through the Program Committee.) Add to OPS12 and Cross Reference with GOV-012 or have it be its own policy. Bldg. & Grounds look at this then send to the Program Committee so that they can recommend it to go before the full Board.

X. Adjournment	
Motion to Adjourn:	Pubali Kundu
Second:	Tish Jackson
Time of Adjournment:	7:32 pm

Minutes Submitted By: Bonnie Lawhorn, Secretary with edits by Victoria Blackmer, Director
Date Submitted: August 12, 2026