

**CLIFTON PUBLIC LIBRARY BOARD MEETING
PROPOSED AGENDA FOR 3/11/2026
7:00 PM**

- 1. WELCOME**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
- 4. LITTLE PUBLIC LIBRARY FINAL REPORT**
- 5. TREASURER'S REPORT**
- 6. BILLS AND INVOICES**
- 7. COMMUNICATIONS – Illinois Heartland Library System**
- 8. UNFINISHED BUSINESS**
 - A. Village Board Meeting**
 - B. Library Update**
- 9. NEW BUSINESS**
 - A. LIBRARY REPORT – Tia Varnes**
- 10. UPDATE ACCOUNTS AT FIRST TRUST**
- 11. MISCELLANEOUS**
- 12. ADJOURNMENT**
 - A. Next Tentative Meeting Date April 11, 2026**

1/14/2026

1. Welcome**2. ROLL CALL:**

Board Members: Sara Faulkner, Brenda Jensen, Carol LeClaire, Vicky Shell, Liz Wauthier were present at the 1/14/2026 Clifton Public Library Board meeting. Called to order at 7:02 pm. Tia Varnes, Head Library Clerk was also present.

3. SECRETARY'S REPORT:

Meeting minutes from 11/25/2025 were reviewed. A motion was made to approve the minutes by Brenda, seconded by Sara. Minutes were approved.

4. CPL STAFF EVALUATIONS

Evaluations were completed and reviewed for 2025. A motion was made by Carol and seconded by Liz to approve the staff evaluations and authorize the raises for 2025.

5. TREASURERS REPORT:

	<u>11/30/2025</u>	<u>12/31/2025</u>
Checking	\$7,823.99	\$3,531.32
Savings	\$57,181.17	\$73,731.97
CD	\$15,560.45	\$15,684.98
Cash Drawer	\$50.00	\$50.00

Received Iroquois County tax disbursements of \$16,499.96 on 12/19/2025 and \$50.30 on 12/16/2025.

Carol made a motion to approve the treasurer's report, seconded by Brenda. All approved.

6. BILLS AND INVOICES:

Income \$10.00 for lost book

Expense: \$5.00 for lost book, \$422.00 for Workers Compensation, \$750.00 for Liability Insurance, \$2,214.77 for Phone & Internet, and \$8.00 for Barcode fee
\$3,399.77 Total expenses

A motion was made to approve the Bills and Invoices by Liz and seconded by Carol. Bills and invoices were approved.

7. LIBRARY UPDATE:

Library Board met with the owner of the old Mirror Images to see if the building could work as a library.

8. COMMUNICATIONS:

Illinois Heartland Library System newsletter sent out via email prior to meeting.

9. UNFINISHED BUSINESS:

Village Board Meeting – Members of CPL Board will meet with some members of the Village Board to discuss the unpleasant odor in the library on Monday, January 19, 2026, at 9:00am in the library. Brenda moved and Sara approved and motion was carried.

10. NEW BUSINESS:**Library Report – Tia Varnes**

Tia reported that Brenda and Carol need to complete FOIA training.

Tia said she completed sorting the record disposal files and 14 boxes were shredded.

Fun/Fossils in November program cancelled; program Dino Dimensions event on November 24, 2025, at 5:00 pm – 17 adults/20 kids attended.

On December 13, 2025, Carol presented Christmas Crafts. 4 Adults and 7 kids attended.

Mario video game night was held on December 19, 2025, with 1 Adult, 3 kids and 1 teen attending.

January will have a Bluey theme night and February will be a Valentine's Day box decorating night.

Motion to approve the Library Report by Brenda, seconded by Liz, all approved.

11. UPDATE ACCOUNTS AT FIRST TRUST:

Tia and Vicky will go to First Trust and update the checking, savings, and CD to make Tia primary contact. Will also renew and update the credit card to Tia.

12. MISCELLANEOUS:**13. ADJOURNMENT:**

Meeting adjourned at 8:19 pm, move to adjourn by Carol, seconded by Brenda. Approved. The next meeting is February 11, 2026 at 7:00 pm.

Respectfully submitted, Vicky Shell, President