

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Board of Trustees Regular Meeting

Minutes of February 19, 2026

I. OPENING OF MEETING

A. Meeting called to order @ 7:00 p.m. by President Deborah Smith.

B. **Present:** Laurinda Hardy, Rochelle Hobson, Donna Bullock, Karie Sheils, Patti Hopkins, Bill Poletti, Deborah Smith, Jill Pifer, *Director*

Absent: Carolyn Clark, Linda Spencer

C. Additions to Agenda

- 50% increase in programs offered Jan/February 2026 as compared to 2025.
- Sexual harassment training required of board members to be completed by end of year 2026. If training is done via work that will suffice for training but need a form of confirmation that training was completed.
- Information on Friends booksale was distributed in the form of bookmarks and fliers

II. CONSENT AGENDA

A. Approval of January 15, 2026 Library Board Meeting Minutes

Motion #1 (B. Poletti/R. Hobson) Approve minutes of the January 15, 2026 library board meeting. **Motion Carried (Consensus)**

B. Library Director's Report (Written Report)

- FHPL patron savings in 2025 highlighted. Also noted this number does not include digital services such as Hoopla, Libby, etc
- Weeding of non-fiction section 300-600 completed ahead of Friends Booksale
- No transit trial week with staff was so successful that the process was adopted permanently
- Programming surrounding Adult Reading Club highlighted

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST

Motion #2 (B. Poletti /K. Sheils) Approve all January 2026 financial statements, reports and bill lists.

Roll Call Vote: Karie Sheils yes; Laurinda Hardy yes; Rochelle Hobson yes;

Pattie Hopkins yes; Bill Poletti yes; Deborah Smith yes; Donna Bullock yes. **Motion Carried**

IV. COMMUNICATION AND CORRESPONDENCE

Card from Barbara V expressing appreciation of Afternoon Tea Party program organized by Melissa Covarrubias in conjunction with the Adult Reading Club theme, A Novel Affair

V. CITIZENS COMMENTS

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT

NONE

VII. STANDING COMMITTEES

A. Finance: Approval 1/6/26 minutes (K. Sheils/D. Bullock)

Minutes were approved by the committee.

B. Personnel: (None)

C. Policy: (None)

VIII. SPECIAL COMMITTEES (None)

IX. BUSINESS

A. Discussion and review of the library collection utilization report

The Library Director discussed the metrics presented as highlighting the various collections in the library, their circulation and the corresponding percentage of the total library circulation. Overall the report shows the usage of the physical material and even how when we slow buying in areas like audio books or music CDs that the circulation of those remaining materials is still good and removing them from the collection at this point is not warranted. It also highlighted the strength of check-outs in our children's and young adult collections despite the prominence of digital devices to read on which may be more native to this audience. Overall circulation of physical materials is still strong at our library.

B. Discussion and update on library interior renovations

The library director reported on the status of the carpet replacement from the water heater failure and the damaged areas: waiting on an install date from McCullough's.

The circulation desk anticipated cost is being calculated by Louer Planning and a final price is expected by the end of February. Also presented was an accounting of items paid for during the renovation and money's transferred from the money market account held with Illinois Funds up to this point.

C. Discussion and vote on waiving charges on juvenile cards that no longer hold juvenile status

The Library Director reported on a list of roughly 80 patrons with cards in juvenile status who are now over the age of 18 years old but have expired library cards that owe money ranging between .50-\$116.00. The total amount of these fines and fees is approx. \$670.00. While the majority of names listed owe under \$5.00, 12 of the names listed accounted for \$500.00 of the total.

Motion #3 (B. Poletti/D. Bullock) Waive charges as presented on juvenile cards that no longer hold juvenile status.

Roll Call Vote: Karie Sheils yes; Laurinda Hardy yes; Rochelle Hobson yes; Pattie Hopkins yes; Bill Poletti yes; Deborah Smith yes; Donna Bullock yes. **Motion Carried**

D. Update from the Personnel Committee regarding the revised library director evaluation.

The committee met on 2/13/26 to review the previous evaluation document and determine what they wanted to retain, refine and eliminate. Committee member Rochelle Hobson is taking those decisions and updating the document. The Personnel Committee is meeting again on 3/16/26 at 3.00pm to review the updated document for approval by the full board at a future meeting.

X. CLOSED SESSION

XI. ADJOURNMENT 7:36 p.m. Consensus

Respectfully submitted by,

Karie Sheils, Treasurer