



# QUINCY PUBLIC LIBRARY

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## **Quincy Public Library Board of Trustees Meeting Tuesday, August 19, 2025 Minutes**

The meeting of the Quincy Public Library Board of Directors was called to order at 6:01 p.m. on Tuesday, August 19, 2025, by President Jon Hoover. The roll call attendance was as follows:

Jon Hoover:	present	Clairice Hetzler:	present
Lena Jones:	present	Dean Lavelle:	present
Scott Walden:	present	Kelly Mays:	present
Tony Crane:	present	Harry Ruth:	absent
Megan Dusterhaus-AuBuchon:	present		

Present: 8      Absent: 1

Others present: Natascha Will and Jess Givens

- I.    **CONSENT AGENDA**  
Dean made a motion to approve the agenda. Megan seconded and the motion carried.
- II.   **PRESIDENT'S COMMENTS**  
Jon Hoover was proud to inform the board that Interim Director, Natascha Will achieved her master's in library and information sciences after 19 of service with QPL. He added that the Book IT & Beer end of Summer Read event was well attended and showing a growth in that program every year.
- III.   **PUBLIC COMMENTS**  
There were no public comments at this time.
- IV.   **FRIENDS OF THE LIBRARY**  
Geri Grawe from FOL informed the board that their three-day Special Fiction Book Sale brought in \$2,200, and the bookstore brought in an additional \$900 during that time. The overall revenue for the month of July for the bookstore was \$4,800. She then reminded the trustees of the fall book sale October 23-25, 2025. Geri also announced that the Friends have begun the process of planning for special sale for the collectables collection in the month of February.

V. RECOGNITION OF PATRON CORRESPONDENCE

The library received a thank you card from one patron for the Experience Quincy prize basket she received during the summer reading program, as it is her first year winning a prize.

One library patron donated to the library thanking QPL for its services. He went on to say that libraries have always been a part of his life, as his mother was a librarian.

One patron contacted the board to reiterate displeasure with consistently witnessing eating occurring in the library. They were responded to and reminded that library policy does not prohibit patrons from having food or beverage outside the computer areas and the Illinois Room.

VI. DIRECTOR'S REPORT

Interim Director, Natascha Will shared updates on two new laws affecting Illinois public libraries. HB 41 authorizes library boards to charge non-resident library fees on a quarterly or biannual basis, rather than in one lump sum. HB 1910 requires libraries to maintain a supply of opioid antagonists on site and at least one trained employee on staff during operating hours to identify and respond to opioid overdoses. This requirement, effective January 1, 2026, applies to libraries under the Local Library Act, including QPL. The library currently has Narcan available in all departments, and staff training on its use was conducted in March of 2024 with Chattie Miranda from the Adams County Health Department.

Natascha then went on to update the board on summer reading statistics, showing an overall increase in patron registrations and challenge completion. She added that the addition of the Mobile Library extended to families who may not have otherwise participated in Summer Reading for the first time in over twenty years. 2,266 people signed up this year, showing an increase from 1700 last year, and registrations across the board either increased or remained the same as last year.

Natascha informed the board that she will not be present for the September board meeting as she will be at an ARSL conference in New Mexico, which is funded by the Tracy Family Foundation.

VII. UNFINISHED BUSINESS

Natascha informed the board she plans to reach out to various library districts of similar size and population to QPL about their experience since becoming a district. The board agrees that more information regarding expectations of the process is necessary before they can discuss further.

The large book collection given to QPL from an anonymous donor is still being processed into the catalogue. Of the books donated, those that could not be added to the collection were either given to the Friends of the Library to be resold or recycled due to damage. The board is pleased to learn that the deficit in shelf space is being filled with available materials.

At the July meeting, the board inquired about the cost of the donor recognition vinyl for the Mobile Library. Madeline provided a quote for the board's review, showing the cost differentials between one full vinyl sheet, or individual lettering. The board agreed the donor recognition vinyl lettering should be installed individually for easy maintenance.

Jon reiterated to the trustees the importance of parliamentary procedures and suggested they schedule a meeting to refresh on board orientation and expectations. The board scheduled the meeting for Tuesday, September 9, 2025, at 6:00 p.m.

## VIII. NEW BUSINESS

**PAYABLES APPROVAL LIST** –Megan made a motion to approve the payables list with a correction to the Barnard invoice budget line. Dean seconded and the motion carried. The roll call vote is as follows:

Jon Hoover:	yes	Clairice Hetzler:	yes
Lena Jones:	yes	Dean Lavelle:	yes
Scott Walden:	yes	Kelly Mays:	yes
Tony Crane:	yes	Harry Ruth:	absent
Megan Dusterhaus-AuBuchon:	yes		

Yes: 8 Absent: 1

Dean inquired about the cost of Keyne Insight and asked for some more detail into the service it provides to QPL. Natascha will research its value to the library and follow up.

### APPROVAL OF MWB BOARD MEMBERS -

Megan made a motion to approve the proposed board member list for the Mary Weems Barton Quincy Public Library Foundation board. Scott seconded and the motion carried.

## IX. PUBLIC COMMENT

Lynn Niewohner from the Friends of the Library voiced concern about how frequently hotspots are not available for check out because they are missing. She suggested the library look into a more secure procedure to avoid this issue in the future. Additionally, she reminded the trustees that she served on the board for 26 years through 3 directors. During that time, conversations occurred regarding the library becoming its own district and QPL would have had to have a year's worth of operating funds in the bank before the official change to a district. For this reason, QPL decided not to become a district at that time. Lynn suggested keeping that in mind as the board continues the district discussion.

President of the Mary Weems Barton Quincy Public Library Foundation Board, Jill Arnold Blickhan informed the library trustees that she overheard a board member at a public event thanking taxpayers for the Mobile Library. She further reminded the board that the vehicle took in zero taxpayer dollars and was entirely funded by grants from private and public foundations, not government grants, and by individual donors and businesses.

- X. EXECUTIVE SESSION – Megan made a motion to go into executive session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Clairice seconded and the board went into executive session at 6:48 p.m.

Scott made a motion to reconvene into regular session at 7:13. Dean seconded, and the meeting was reconvened.

- XI. THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES -  
Scott made a motion to place Kathleen Helsabeck on unpaid administrative leave effective Tuesday, August 19, 2025. Dean seconded and the motion carried. The roll call vote was as follows:

Jon:	yes	Clairice:	yes
Lena:	yes	Dean:	yes
Megan:	present	Kelly:	yes
Tony:	abstain	Harry:	absent
Scott:	yes		

Yes: 6 Present: 1 Absent: 1 Abstain: 1

Scott made a motion to increase the salary of the Interim Director to match the most recent salary of the Executive Director and retro pay the difference effective the appointment date of Saturday, July 19, 2025. Megan seconded and the motion carried. The roll call vote was as follows:

Jon:	yes	Clairice:	yes
Lena:	yes	Dean:	yes
Megan:	yes	Kelly:	yes
Tony:	abstain	Harry:	absent
Scott:	yes		

Yes: 7 Absent: 1 Abstain: 1

- XII. ADJOURNMENT  
Scott made a motion to adjourn the meeting. Dean seconded and the motion carried. The meeting was adjourned at 7:15 p.m.