QUINCY PUBLIC LIBRARY
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Quincy Public Library
Board of Trustees Meeting
Tuesday, February 17, 2026
Minutes

The meeting of the Quincy Public Library Board of Trustees was called to order at 6:00pm on Tuesday, February 17, 2026, by President Jon Hoover. The roll call attendance was as follows:

Jon Hoover:	Present	Clairice Hetzler:	Absent
Lena Jones:	Absent	Dean LaVelle:	Present
Scott Walden:	Absent	Jake Reed:	Present
Tony Crane:	Present	Harry Ruth:	Absent
Megan Duesterhaus:	Present		

Present: 5 | Absent: 4
Other Present: Natascha Will, Jennifer Burkett, Julia Ruffcorn, Tommy Hendren

I. Approval of Consent Agenda

The January 2026 meeting minutes were removed from the Consent Agenda for further review. President Hoover will meet with the Interim Director and Administrative Coordinator to revise the minutes to ensure they are in a concise format. A motion to approve remaining agenda items was made by Dean LaVelle and seconded by Tony Crane. Motion carried.

II. President's Comments

President Hoover expressed appreciation for the Interim Director's leadership and noted the library's responsiveness in providing materials related to current events and popular topics.

III. Public Comments

There were no public comments.

IV. Friends of the Library

The Friends of the Library reported net sales of $2,131. They have confirmed they will participate in Juneteenth and continue to encourage presence at City Council meetings.

V. Recognition of Correspondence

A patron suggested placing a table near the copier area. A request was made to return the couch to the women's restroom. The Board indicated that a couch would not be reinstated but discussed the possibility of installing wall hooks or placing a small table. Staff also reported receiving positive comments regarding research assistance, the availability of puzzles, and printing services.

VI. Director's Report

- A new Administrative Coordinator has started.
- "Picnic at Camp Half-Blood" was held with approximately 40 attendees. Programming themes have been aligned with Quincy Community Theater productions.
- Heating issues in the Children's Department due to malfunctioning compressors; both units are under warranty and repairs are in progress.
- Outreach services recorded 3,585 circulations in January. The January puzzle swap event drew 82 participants.
- A copier lease account discrepancy was identified; the vendor has been contacted and a refund is anticipated.
- New email accounts have been created for Board members and will be used for official communication. Website contact information will be updated accordingly.

VII. Unfinished Business

<u>Library District Discussion</u>

The Interim Director reviewed the proposed timeline and procedural steps for potential district conversion. She recommended that the Board consider voting in March to initiate the process. The board discussed the matter and will revisit it at the March meeting. No action was taken.

<u>Executive Director Search Committee</u>

The committee reported that it has met and assigned tasks. The position has been posted and has received 61 applications to date. The committee is developing a rubric to screen applicants and noted that a limited number of applicants currently meet the stated qualifications.

<u>City Council Meetings</u>

President Hoover encouraged Board members to participate in upcoming City Council meetings. The Interim Director has developed suggested topics.

<u>Policy Committee</u>

The Policy Committee reported that the current Materials Selection Policy sufficiently covers the Mobile Library Collection, and no revisions are recommended at this time. The committee also discussed tracking Mobile Library expenses separately for budgeting purposes.

VIII. New Business

Approval of Open Payables – January 31, 2026 Report

The Board reviewed the list of open payables. Discussion included credit card late fees resulting from payment timing; the Interim Director will contact the vendor to request a revised due date. Budget line items were clarified.

A motion to approve the open payables was made by Megan Duesterhaus and seconded by Dean LaVelle.

Jon Hoover:	Yes	Clairice Hetzler:	Absent
Lena Jones:	Absent	Dean LaVelle:	Yes
Scott Walden:	Absent	Jake Reed:	Yes
Tony Crane:	Yes	Harry Ruth:	Absent
Megan Duesterhaus:	Yes		

Yes: 5 | Absent: 4 | Motion carried

Financial Report

The Board reviewed the financial statements. With 75% of the fiscal year completed, the library has collected approximately 81% of projected revenue and expended 68% of projected expenses.

The city subsidy has not yet been received. The Board discussed following up with City officials regarding disbursement timing. Trustee Reed indicated he would raise the matter with the mayor.

Transfer of Funds to ICS

A representative from Home Bank presented a proposal regarding account options and investment structure. The proposal includes maintaining the existing operating account with no fees or charges for pledging. A Public Funds Money Market account was presented as a tiered, variable-rate option offering a higher yield while maintaining liquidity. Home Bank offered a 3.5% interest rate for a 12-month term. The proposal includes use of the Reciprocal IntraFi program, which distributes funds across participating institutions to maintain FDIC coverage while allowing funds to support local lending initiatives.

The Board discussed the proposal and will consider a vote at the March meeting.

IX. Public Comment

There were no public comments.

X. Adjourn

A motion to adjourn was made by Megan Duesterhaus and seconded by Jake Reed. Motion carried. The meeting was adjourned at 6:53pm.