

**HART AREA PUBLIC LIBRARY
REGULAR BOARD MEETING MINUTES
March 9, 2026**

Minutes taken by Susie Gray, Assistant Director

CALL TO ORDER REGULAR MEETING: 6:02 p.m.

ROLL CALL: Nancy Sterk, Todd Metzler, Amanda Klotz, Mary Sloan, Juan Cortes, Penny Burillo, Director Kathleen Rash, Assistant Director Susie Gray.

APPROVAL OF AGENDA: Motion by Sloan to approve the agenda. Support by Klotz. Motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion by Metzler to approve the minutes of February 9, 2026. Support by Klotz. Motion carried.

SECRETARY'S REPORT: No report.

TREASURER'S REPORT: Nothing other than the Director's printed materials.

APPROVAL OF BILLS AND PAYMENTS: Motion by Burillo to approve the bills and payments for February, 2026. Support by Cortes. Motion Carried.

ACCEPT FINANCIAL REPORTS: Motion by Metzler to accept financial reports for February, 2026. Support by Cortes. Motion carried.

DIRECTOR'S REPORT: Written report presented.

CITY REPORT: Streetscape is set to begin later this month or the beginning of next month. Meeting coming up with the TIFA board.

TOWNSHIP REPORT: Kendra Larios-Mendez was appointed to the library board.

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Appointments to Board: Penny Burillo as City appointee and Kendra Larios-Mendez as Township appointee were appointed to the board.
2. Revise Purchases and Commitments Policy: Motion to increase purchase and commitments policy sections c,d,g to reflect changes suggested by Director Rash: The second sentence of Section B will read "The Library Director is further authorized to purchase individual items of equipment and to authorize services and repairs up to \$15,000.00 without prior Board approval so long as these are covered within budgeted amounts." Section C's change will read, "...over \$15,000.00 but less than \$30,000.00." Section D's amount will be changed to \$30,000.00, and section G's amount will be changed to \$15,000.00. Roll call vote: Sloan-no, Metzler-yes, Klotz-yes, Cortes-yes, Burillo-yes, Sterk-yes. Motion carried.
3. Amend Furniture Budget Line: Motion by Klotz to increase the furniture budget line for FY 2025-2026 by \$25,000 and increase the general fund carryover by \$25,000 to accommodate the purchase of internal booths for the library. Support by Metzler. Roll call vote: Sloan-yes, Metzler-yes, Klotz-yes, Cortes-yes, Burillo-yes, Sterk-yes. Motion carried.
4. Approve quote for Booth/s: Motion by Burillo to approve the quote by Juniper for two booths, one to accommodate 1-4 people for \$14,500, the other to accommodate up to 5 people for \$25,000. Roll call vote: Sloan-yes, Metzler-yes, Klotz-yes, Cortes-yes, Burillo-yes, Sterk-yes. Motion carried.

Before the adjournment, Kay Williams of the Friends of the Library joined the group to present a plaque of appreciation for Nancy Sterk's 26 years of service to the Library. Sterk is retiring at the end of the month.

The meeting was adjourned at 6:38 p.m.

NEXT MEETING: April 13, 2026 at 6:00 p.m.

Approved at meeting on: _____

Secretary

President