

MINUTES OF THE SPARTA PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, October 6, 2025

The October 6, 2025 meeting of the Sparta Public Library Board of Trustees was called to order in the meeting room at 6:07 p.m. by President, Peggy Petkas.

Members Present:

Peggy Petkas	Don Adams
Anne Bournier	Bob Taylor
Andrea Schulein	Amy Kloos

Also Present:

Susan Colbert, Library Director

Absent:

Susan Polino	Randy Bertetto	Kyle Daniels
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Minutes:

Minutes were reviewed. Correction was presented that Don Adams was absent instead of present. Anne made a motion to approve the minutes with the correction made; Andrea seconded the motion. The motion was voted on and passed unanimously.

Correspondence:

None

Treasurer's Report:

No financial report from the city as Michelle is out of the office. Anne provided the financial report. Amy made a motion to accept the report as presented; Don seconded. The motion was voted on and passed unanimously. Amy made a motion to pay the bill as presented; Bob seconded. The motion was voted on and passed unanimously.

Librarian's Report - Susan Colbert:

1. Reserve Fund - Peggy sent email to the city regarding setting up an emergency fund for large projects. Corey acknowledged the email and was going to present the information to the city mayor and finance commissioner. No response on the matter prior to the meeting.
2. iREAD Grant - iREAD supplies Summer Reading materials. The Friends pay for these. For the first time, they have offered a grant to help offset the expense of Summer Reading. Ten small and rural libraries will be awarded \$250. I have applied for this grant.
3. ILLINET Interlibrary Loan & Reciprocal Borrowing Statistical Survey - I submitted this required report on September 19. This report measures how many of our library's items have been loaned to other libraries, as well as how many items our patrons have borrowed from other libraries.

4. Per Capita Grant Requirements - Currently, the requirements have not been announced.
5. Library Crawl Information - The 7th Annual Library Crawl Will Take Place Oct. 1–31, 2025. Last year, our library received 64 visitors from around our region. The Annual Library Crawl is a unique event organized by the public libraries of Illinois Heartland Library System as a fun way to introduce our public library's patrons to the other libraries of the IHLS service area. Patrons visit area libraries throughout the month of the crawl and get a passport stamp at each library they visit. Some patrons have tried to visit every library in the crawl! The main purpose, though, is to help participants discover the many, many great resources available to them with their library cards.
6. Staffing / Holiday Hours:
 - a. Early Closing for October 31, 2025 - Halloween is on Friday, October 31. In the past, there has been little or no patron activity on this evening and the library has closed early.
 - b. *For your consideration:* The board needs a motion, discussion and vote to close the library early on October 31.

Andrea made a motion to close the library early on Oct 31, time to be determined at Susan's discretion. Anne seconded the motion. The motion was voted on and passed unanimously.

7. Upcoming Events

- October 1 – 31 Library Crawl begins
- October 2: Popcorn Thursday, All Day while it lasts
- October 6: Board Meeting, 6:00 pm
- October 9: Popcorn Thursday, All Day while it lasts
- October 11: Introduction to Barn Quilts, 11am – 1:00 pm
- October 13: Kids Sewing, 3:30 – 6:30pm
- October 16: Popcorn Thursday, All Day while it lasts
- October 16: Kids Club Zone, ages 2-10 yrs., 4:00 – 5:00 pm
- October 18: Lynette's All Day Workshop, 10:30 am – 3:30 pm, Cursive Writing & Analog Time Telling
- October 23: Popcorn Thursday, All Day while it lasts
- October 27: Kids Sewing Class, 3:30 – 6:30 pm (This Class is Full)
- October 30: Popcorn Thursday, All Day while it lasts
- October 31: Library Crawl ends

A motion was made by Don and seconded by Bob to approve the librarian report. The motion was voted on and passed unanimously.

Old Business:

- A. Bench – Andrea Cavalier called Peggy on October 6 and stated they would pick up the bench later today. If they don't pick it up, Amy offered to take it to their property.

New Business:

None

Public Comments:

None

Adjournment

A motion was made by Anne Bournier and seconded by Amy Kloos to adjourn the meeting at 6:36pm.
The motion carried unanimously.

Respectfully submitted,
Andrea Schulein