FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
WEDNESDAY, JULY 8, 2026

I. CALL TO ORDER

A meeting of the Freeport Public Library Board of Trustees was held in the Library Boardroom on July 8, 2026. Board President Mary Kaufman presided and called the meeting to order at 6:00 pm.

Notice is hereby given that a majority of a quorum of the members of City Council of the City of Freeport may be present at the above-referenced meeting. No action on the part of the City Council will be taken.

Trustees Present
Betty Butler, Al Evon, Lucas Kramer, Mary Kaufman, Tasha Mazique, Julie Reynolds, Roger Schulz, Michelle Swalve

Trustees Absent
Alan Greene

Also present: Executive Director Emily Schaub.

II. CHANGES/CORRECTIONS TO THE AGENDA

(EVON/SCHULZ) Motion to approve the July 8, 2026 Regular Meeting Agenda.
8 in favor/0 opposed. Motion carries.

III. QUESTIONS OR COMMENTS FROM THE PUBLIC/MEDIA

Renee Blazeski attended the meeting to voice her concerns and follow up on her request regarding the collection from the last meeting.

IV. APPROVAL OF MINUTES

(REYNOLDS/EVON) Motion to approve June 10, 2026 Regular Meeting Minutes.
8 in favor/0 opposed. Motion carries.

V. FINANCIAL REPORT

Approval of June 2026 Financial Report tabled to next meeting.

VI. PRESIDENT'S REPORT

Kaufman mentioned a number of Library employees are participating in Highland's Summerset production and encouraged everyone to support the staff outside of the Library if they're able.

She also made note of the Library being closed for Tutty Baker Fest.

VII. EXECUTIVE DIRECTOR'S REPORT

Schaub notified the Trustees that the Library will have a booth at Tutty Baker, where there will be information about Library programs and services as well as little games and prizes.

The report focused on Admin and Facilities. Eckert and Schaub are working on a succession plan. Schaub gave a quick overview of the Library Foundation's meeting on June 28th. That meeting covered the history of the Foundation, finances, the Foundation's purpose, recent projects, ideas for future projects, and creating a values statement. The Foundation suggested a Library Board member attend their meetings and vice versa. The Foundation also would love to hear from staff once in a while at one of their meetings.

Schaub explained the issue with the Sprinkler system. The repair will cost around $10,000 and was originally identified two years ago, but had not been addressed. Schaub will reach out to Ahern to get answers for the Board's questions regarding the deficiency.

VIII. MANAGEMENT REPORTS

Schaub reviewed the manager's reports. The Board asked about the Folks with IDD Storytime and loved the idea of the worm races Youth program. The Board also celebrated the increase in Circulation for June, which broke 10,000! Card sign-up was almost double the month of May.

IX. NEW BUSINESS

Ex-Officio Member of Foundation
The Trustees discussed the purpose of the Foundation and the logistics of Trustees attending their meetings and vice-versa.

Clerk Job Descriptions
The 4 different Clerk positions at the Library were reviewed by the AFSCME Union.

Board of Trustees Job Description
Butler mentioned she had not seen a description of what a Library Trustee's position entails, and Schaub confirmed she will provide resources to help educate the Trustees on their responsibilities.

(Schulz/Reynolds) Motion to approve the updated job descriptions of the Library Clerk 4, Clerk 5, Clerk 6, and Clerk 8.
8 in favor/0 opposed. Motion carries.

X. UNFINISHED BUSINESS

Adult Services Manager Job Description
(Kramer/Evon) Motion to approve the updated Adult Services Manager Job Description.
8 in favor/0 opposed. Motion carries.

Programming & Outreach Policy
(Schulz/Reynolds) Motion to approve the updated Programming & Outreach Policy.
8 in favor/0 opposed. Motion carries.

XI. DISCUSSION

Schaub and Butler discussed the collection items Renee Blazeski brought to the Board's attention last month, as Butler was not in attendance. Kaufman thanked Blazeski for bringing her concerns to their attention and also acknowledged that the management of the collection is not the Board's place; it is up to the employees of the Library. Kramer agreed that they trust the Librarians' professional knowledge and skills.

Schaub confirmed the Library's purpose is to provide as many viewpoints on as many topics as possible. Schaub also provided the Library's Circulation Policy, Collection Development Policy, and ALA Ethics Statement for the Trustees' knowledge.

Swalve mentioned Blazeski's concern from last month regarding the Meeting Room policy. Schaub explained that while the rooms are available to reserve as a private meeting space and staff must have access to the room for safety reasons.

Evon asked if Illinois has any laws that Board members should be aware of. Schaub confirmed that in June 2023, the State passed a law that does not allow libraries to ban books. Schaub encouraged the Trustees to review the information provided and research other Library policy and law to gain a better understanding of how the collection is developed and managed.

The Collection Policy was last updated in 2022.

XII. ADJOURNMENT

(Schulz/Reynolds) Motion to adjourn the meeting at 7:09 pm.
8 in favor/0 opposed. Motion carries.

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Submitted by Ky Eckert