**Plainfield Public Library**
**BOARD OF TRUSTEES**

# Notes (no quorum so no official votes were made) of the Regular Meeting, April 23, 2026
11:06 a.m.
Held as a hybrid meeting Room 5 or Zoom

**1. ROLL CALL**
Cynthia Slade (President), Donald Brown (excused), Inez Durham, Patricia Fleming (excused), Joanne Macaluso, Carlos Ramirez, Marianne Tankard (excused)

**2. OPEN PUBLIC MEETINGS ACT**
The notice requirements of the Open Public Meetings Law were satisfied by notification to the press and by notices posted as required in accordance with the provisions of Public Law 1975, Chapter 231.

**3. MINUTES**
Motion to accept the minutes of the Regular Meeting, March 26, 2026 MSC: /

**4. PRESIDENT'S REPORT**
- Cynthia sent out a reminder to the committees in case they had reports.

**5. SECRETARY'S REPORT – no report**

**6. TREASURER'S REPORT**
- **REVIEW OF MONTHLY DISBURSEMENTS.**
  Motion to approve the City and Library disbursement reports for March 2026:
  MSC: / (no quorum)
- **REVIEW OF FINANCIAL STATEMENTS & EXPENSE DETAIL REPORTS (***Financial reports do not require a vote. The chair announces that they will be filed for audit.)*

- Cynthia asked if there was any place where the updated costs and payments for the grant construction project were documented in a spreadsheet that was part of the board reports. Donna replied that she had those reports but they were separate from the regular budget items and reports.

- **REVIEW OF Reilly Financial LLC INVESTMENT REPORTS –** *File for audit. Portfolio balance as of March 31, 2026 reported by Reilly Financial, LLC. Available by request in Administration.*

  Mary Ellen reported on the monthly zoom meeting from Reilly Financial. The advice at this point was to hold the line.

*NOTE: Please call the Administrative Office* ***(757-2305)***
1. To notify of intended absence from meeting; and/or
2. For detailed information on any disbursements.

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**7. DIRECTOR'S REPORT -** Refer to written report sent with packet

- Discussion of new program suggested by Department of Economic Development to use the Library to teach English to store workers
- No updated news on the bus service
- Request for a new message when someone calls into the main number at the Library
- Discussion over delivery of the glass for the staircase and how it keeps changing
- Conflict of interest form approval and signature. Send a copy to each member of the Board. Will be an agenda item at the May meeting.

**8. COMMITTEE REPORTS**

- Finance Committee - No
- Building and Grounds Committee – question about the toilet blocking device. Will be addressed after the renovation.
- Personnel Committee – gave updated information to Mary Ellen on the succession plan
- Nominations Committee – Names were given to Inez and she gave interested parties information about the process to apply

**9. OLD BUSINESS**

- Construction update – see Director's report
- Grand opening event – Cynthia reported on the Gala plans as we move forward. Claudia has done an excellent job with the organization and plans for the Gala.
- Oil Lease – Scott explained the documentation for the oil leases and the way Texas notes the locations and financial arrangements. The lease covers their ability to explore the land area for three years. They may expand the date or they may end the relationship at the 3-year timeframe. The Board agreed to take the 3-year lease.
- 4th of July – discussion about if and who would participate

**10. NEW BUSINESS**

- Reminder: Financial Disclosure Form Deadline – April 30, 2026 – only Joanne Macaluso needed to complete form
- Health Items Kiosk (City of Plainfield) – Dr. Nazir's staff will speak at May meeting
- Scott explained budget distribution from the federally directed spending that may give us money for the concrete work around the building. Chances are not that great that we will receive the money.

**11. COMMUNICATIONS FROM BOARD MEMBERS – meeting 1 pm April 24, 2026 for Gala planning**

**12. PRIVILEGE OF THE FLOOR - No**

**13. ADJOURNMENT to: May 28, 2026. MSC: CR/**

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