

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
September 10, 2025**

Call to Order:

The meeting was called to order at 5:34 pm by Sean Hosseini. Board members present were Elaine Breck, James Chisholm, Jill Grennan, Rachel Hansen, Sean Hosseini and Susan O'Neil. Also attending was Jason Sleet Shirley, Executive Director, and Beth Murbach, Recording Secretary.

Absent Members: Eric Arnquist

Visitors: None

Approval of Minutes:

Dr. Chisholm made a motion to approve the minutes of the August 13, 2025 Board Meeting, the August 18, 2025 Operations Committee Meeting and the September 4, 2025 Finance Committee Meeting. Motion was seconded and approved

Treasurer's Report and Monthly Bills:

A motion to ratify the bills was made by Mrs. O'Neil. The motion was seconded. The motion was approved by a roll call vote initiated by Mr. Hosseini, 6-0: Mrs. Breck, yes; Dr. Chisholm, yes; Mrs. Grennan, yes; Dr. Hansen, yes, Mr. Hosseini, yes; and Mrs. O'Neil, yes.

Librarian's Report: Mr. Shirley discussed distributed written reports. Mr. Shirley reported hiring two new people. Meghan Henry was hired to do toddler time and some one-off programming. Sophie Bartol was hired as a full-time library assistant. Mr. Shirley went over options for the new book drop.

Trustee Reports: None

Committee Reports:

- Finance Committee: Mrs. Grennan went over the minutes of the Finance Committee meeting.
- Operations Committee: Dr. Chisholm reported that Operations Committee discussed updating the language in two policies.
- Executive Committee: None
- Facilities Management Committee: None

Unfinished Business: None

New Business:

- Budget and Appropriation Ordinance 2025-3 – A motion to approve the Budget and Appropriation Ordinance 2025-3 was made by Mrs. Breck. The motion was seconded. The motion was approved by a roll call vote initiated by Mr. Hosseini, 6-0: Mrs. Breck, yes; Dr. Chisholm, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O’Neil, yes.
- FY25-26 Budget Updates – A motion to approve the FY25-26 Budget Updates was made by Mr. Hosseini. The motion was seconded. The motion was approved by a roll call vote initiated by Mr. Hosseini, 6-0: Mrs. Breck, yes; Dr. Chisholm, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O’Neil, yes.
- Operations Recommendations – The Operations Committee made a motion to approve changes to the language in the Meeting Room Policy and the Adult Cancellation Policy. The motion was approved.
- Finance Recommendations – The Finance Committee made a motion to accept the following new items into the FY25-26 budget: a digital sign, library branding and new logo, Kodak kiosk, book drop, phone system and HVAC repairs. Motion was approved by a roll call vote initiated by Mr. Hosseni, 6-0: Mrs. Breck, yes; Dr. Chisholm, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Dr. Hosseini, yes; and Mrs. O’Neil, yes.

Adjournment

A motion to adjourn the meeting was made by Mrs. Grennan. Motion seconded and approved 6-0. The meeting adjourned 6:02 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary