

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
November 12, 2025**

Call to Order:

The meeting was called to order at 5:32 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: Cathy Rakowski

Approval of Minutes: Dr. Chisholm made a motion to approve the minutes of the October 21, 2025 Board Meeting. Motion was seconded and approved 6-0.

Elaine Breck arrived at 5:35 pm.

Treasurer's Report and Monthly Bills:

A motion to ratify the bills was made by Dr. Hansen. 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 that our water bill doubled in October. Mr. Shirley contacted the city and they suggested that we have the library plumbing checked for a possible leak. Lou VanderWyst is coming out tomorrow to check.

Mr. Shirley advised that our new sign was scheduled to be finished by this Friday, but the sign installer is having mechanical issues with their crane.

Mr. Shirley announced that the Byron Public Library would be participating at Miracle on 2nd Street this year. He said that we would have a table with t-shirts and tumblers that we would be selling at cost.

Mr. Shirley explained that at the staff meeting on Monday, November 10, staff received Narcan training. He was relieved to learn that Narcan can't hurt if it is administered to someone who does not need it. He further shared that staff will receive CPR training on MLK Day when we have Staff Development.

Mr. Shirley said Sophie Bartol's position will be replaced with a part-time person.

Trustee Reports: Mr. Hosseini stated that the Lion's Club will be putting up the Christmas cards on the library property as in years past.

Committee Reports:

- Finance Committee: None
- Operations Committee: The Operations Committee will meet on Tuesday, November 25, 2025 at 10:00 am.
- Executive Committee: None
- Facilities Management Committee: None

Unfinished Business: 2026 Holidays and Closures – Mr. Hosseini made a motion to accept the 2026 Paid Holiday Schedule. Motion was seconded and approved 6-0.

New Business: None

Adjournment

A motion to adjourn the meeting was made by Mrs. Grennan. Motion seconded and approved 6-0. The meeting adjourned 5:59 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary