

CISSNA PARK COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
PUBLIC HEARING AGENDA  
BUDGET AND APPROPRIATIONS ORDINANCE  
September 15, 2025

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the Public Hearing on the Annual Budget and Appropriations Ordinance of the Cissna Park Community Library District Board of Trustees to order at 4:33 p.m. with the following trustees and administrators present: Lynn Hasselbring; Ryan Rogers; Larry Hofbauer; Emily Tuttle; Elaine Young; Lois Steiner; Tim Simpson, ex officio member; Donna Jean, Librarian and Sandy Thomas, Library Assistant.

NEW BUSINESS

Presentation and discussion of the annual Budget and Appropriation Ordinance.

PUBLIC INPUT

None.

ADJOURNMENT

Emily Tuttle made the motion, seconded by Lois Steiner, to adjourn the meeting at 4:34 p.m.  
Vote: ayes, all. Motion carried.

CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES MEETING

September 15, 2025

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 4:35 p.m. on September 15, 2025, with the following trustees and administrators present: Lynn Hasselbring; Larry Hofbauer; Ryan Rogers; Emily Tuttle; Lois Steiner; Elaine Young; Tim Simpson, ex officio member; Donna Jean, Librarian and Sandy Thomas, Library Assistant.

APPROVAL OF AGENDA

Lynn Hasselbring made the motion, seconded by Ryan Rogers, to approve the Agenda as presented. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Lois Steiner made the motion, seconded by Emily Tuttle, to approve the minutes of the July 21, 2025 meeting as presented or as per amendments. Vote: ayes, all. Motion carried.

TREASURER'S REPORT – INVESTMENT POLICY REPORT

Mrs. Steiner reported an interest income of \$29.64 in the Money Market account, a balance on hand in the Money Market as \$29,340.65, an interest income in the NOW account as \$15.34, a balance in the NOW account as \$46,653.09, a balance in one CD as \$15,307.32, a balance in the second CD as \$28,011.12, and a balance in the third CD as \$61,903.24.

Mrs. Steiner reported that, in conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with The Frederick Community Bank in Cissna Park.

READING AND ALLOWANCE OF BILLS

Lois Steiner made the motion, seconded by Lynn Hasselbring, to approve payment of the bills as presented. Roll call vote: Mr. Roger, yes; Mrs. Tuttle, yes; Mr. Hofbauer, yes; Mrs. Hasselbring, yes; Mrs. Steiner, yes; Mrs. Young, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATION

Mrs. Jean reported little differences is on track.

Mrs. Jean reported automation system is working fine.

The Lavina Young grant was for \$2,000.00 for a Smart Board.

Trustee's per capita grant requirement: Serving our Public 4.0 will be completed in November.

The Website is looking good.

A sexual harassment training and open meetings act training will be completed in November.

A thank you note was read from Tara Krumweide.

Mrs. Thomas reported that Story Hour is with 16 children in 1 day. The Story Hour room has been moved.

Halloween Fun Night will be Saturday, October 25, 2025 from 4:30-6:00pm.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

The annual Budget and Appropriation Ordinance, having been prepared by Mrs. Jean, and a public hearing held as required, Emily Tuttle, made the motion, seconded by Ryan Rogers, to approve the Budget and Appropriation Ordinance as presented. Roll Call Vote: Mr. Rogers, yes; Mrs. Hasselbring, yes; Mr. Hofbauer, yes; Mrs. Tuttle, yes; Mrs. Steiner, yes; Mrs. Young, yes. Motion carried.

After review Lynn Hasselbring made the motion, seconded by Ryan Rogers, to certify the Illinois Public Library Annual Report as presented. Vote: ayes, all. Motion carried.

After review, Ryan Rogers made the motion, seconded by Lois Steiner, to accept the Annual Audit Report from Russell Leigh and Associates as presented. Vote: ayes, all. Motion carried.

### ADJOURNMENT

Emily Tuttle made the motion, seconded by Lois Steiner, to adjourn the meeting at 4:51 p.m. Vote: ayes, all. Motion carried.