

## Williamsfield Public Library District Budget Hearing Minutes

Monday, August 25, 2025 – 6:15 p.m.

Williamsfield Public Library  
407 Norman Drive, Williamsfield, IL 61489

### I. Call to Order – Attendance

The Budget Hearing of the Williamsfield Public Library District Board of Trustees was called to order by President Bell at 6:17 p.m. on August 25, 2025, in the R.C. Norman Community Room of the library at 407 Norman Drive, Williamsfield 61489.

Trustees Present: Eric Bell, Laura Gibbs, Jaime Trotter, Robert Haugland, Jana Kutkat

Trustees Absent: Courtney Newell, Ashley Little

Staff Present: Kelly Goodin; Public in Attendance: None

### II. Public Comment - None

### III. FY 25-26 Draft Budget & Appropriation No. 2025-4 Review and Discussion - None

### IV. Adjournment - Hearing adjourned at 6:30 p.m.

## Williamsfield Public Library District Board of Trustees Meeting Minutes

Monday, August 25, 2025 – 6:30 p.m.

Williamsfield Public Library  
407 Norman Drive, Williamsfield, IL 61489

### I. Call to Order – Attendance

The regular meeting of the Williamsfield Public Library District Board of Trustees was called to order by President Bell at 6:32 p.m. on August 25, 2025, in the R.C. Norman Community Room of the library at 407 Norman Drive, Williamsfield 61489.

Trustees Present: Eric Bell, Laura Gibbs, Jaime Trotter, Robert Haugland, Jana Kutkat

Trustees Absent: Courtney Newell, Ashley Little

Staff Present: Kelly Goodin; Public in Attendance: None

### II. Request(s) to Attend Remotely - None

**III. Public Comment – Correspondence** - Director Goodin shared correspondence from Mid Century Communications, Knox County Clerk's office, Secretary of State Per Capita Grant rewarded, and the Illinois Library Association Conference Grant denied.

**IV. Consent Agenda:** July documents were presented for approval. The Consent Agenda was approved on a motion by Trustee Gibbs and seconded by Trustee Haugland. All in favor. Motion carried. [1]

On a Motion by Trustee Haugland and Seconded by Trustee Gibbs, Agenda Item "VIII. New Business" moved up to become Agenda Item V. with all other Agenda Items to follow as originally presented. All in favor. Motion carried. [2]

### V. New Business:

**a.** Adoption of Ordinance No. 2025-4 Williamsfield Public Library District Budget & Appropriation Ordinance - A Motion to adopt Budget Ordinance No. 2025-4 Williamsfield Public Library District Budget & Appropriation Ordinance by Trustee Gibbs and seconded by Trustee Trotter. Roll Call Vote - Trustee Kutkat -Aye, Trustee Gibbs - Aye, Trustee Haugland - Aye, Trustee Bell - Aye, Trustee Trotter - Aye, Trustee Little and Trustee Newell absent. Motion carried. [3]

The certified Budget will be filed in all counties & published in The Knoxville Bulletin by Whitney & Potts' office.

**b.** Options for the 2025 Tax Levy will be available from Stephanie (Whitney & Potts) for discussion at the October mtg.

**c.** Authority to Spend Resolution - Motion to Adopt Resolution No. 2026-01 made by Trustee Trotter and seconded by Trustee Gibbs. Roll Call Vote - Trustee Kutkat -Aye, Trustee Gibbs - Aye, Trustee Haugland - Aye, Trustee Bell - Aye, Trustee Trotter - Aye with Trustee Little and Trustee Newell absent. Motion carried. [4]

**VI. Director's Report** - Director Goodin reported on Current Events and Programs. A thank you card was sent to Mid-Century for their Summer Reading Program contributions. Director Goodin will be sending out the Annual Trustee Trainings link to all Trustees.

**VII. Committee & Liaison Reminders, Reports, Recommendations, and Actions** - A review of committee work and OMA requirements was presented by Director Goodin.

**VIII. Unfinished Business**

a. FY25-26 Projections from July 21, 2025 Memorial and Sp. Res. Fund Balance corrections reported by Director Goodin.

b. The 2025 Williamsfield Winterfest will be held on Saturday, December 6, 2025 with the following:

- 1) Library Hours 5:30 – 8:00 p.m.
- 2) Business Open House Events 6-8 p.m.
- 3) Santa's Village / Santa @ caboose 6-8 p.m.

Director Goodin and head Librarian will work on planning the games and organizing volunteers for Winterfest. Trustee Bell will work with the NHS students on the decoration of Santa's Village.

**IX. Executive Session** - None

**X. Action taken as a result of Executive Session** - None

**XI. Adjournment** - Motion to adjourn at 6:59 p.m. by Trustee Haugland and seconded by Trustee Gibbs. All in favor. Motion carried. [5]

Respectfully submitted by:

  
Jana Kutkat, Secretary

10-27-2025  
Date