

**Crab Orchard Public Library  
Board of Trustees  
Regular Meeting  
March 17, 2026**

**Call to Order:** President Bonnie Kucharski called the Board of Trustees Regular Meeting to order at 6:03 p.m. Trustees present were Kucharski, Jennifer Galloway, Carolyn Hoffman, Tiffany Huff, Luke Pond, Susan Rolf, and Fran Wachter. Director Samantha Ralston was also present.

**Public Comment:** There were no public comments.

**Approval of Previous Meeting Minutes:** Pond made a motion to approve the minutes of the February 2026 meeting. Huff seconded. Motion carried.

**Communications:** No additional communications were presented.

**Director's Report:** There were no additions to the Director's submitted written report.

**Financial Report:** The financial report was approved and will be submitted for audit.

**Payment of Bills:** Pond made a motion to approve payment of the February bills and purchases as presented, including \$368.50 to Top Notch Auto Repair for the outreach van and \$1,272.12 to Lazerware. Rolf seconded. Motion carried.

**Review Days & Dates Packet:** The Director will submit the levee confirmation before its upcoming deadline.

**Unfinished Business:**

- a) Program Coordinator/Outreach Van Updates: The February 2026 Program Coordinator's written report was submitted.
- b) Fundraising Efforts: Friends of the Library had their first official meeting and will be holding a Book Sale at the library's Open House on March 20, 2026. The library's new telescope will also be showcased at this event.

**New Business:**

- a) Director's Goals Revamp: The Director submitted a revised version of her goals.
- b) Part Time Circulation Assistant 90 Day Evaluation: The Director shared her evaluation of Brooke Phillips with the board.
- c) Part Time Circulation Clerk Position: The Director hired a second part-time circulation clerk that will begin the first week of April 2026.
- d) Other: The Director has been in communication with AT&T to possibly purchase portable internet hot spot units that may be checked out by patrons.

**Closed Session:** Kucharski made a motion to enter into closed session at 6:52 p.m. Regular session returned at 7:12 p.m.

**Adjournment:** Rolf made a motion to adjourn at 7:13 p.m. Hoffman seconded. Motion carried.