



Minutes for Lyons Public Library Board of Trustees Meeting February 17, 2026

Meeting was called to order at 5:31 PM in the Community Room of the Library.

Trustees in Attendance: Gary Bennett, Joan Wallis, John Hawman, Matt Owen, and Mary LaGasse-Tatem.

Others in Attendance: Bernard Carroll, Treasurer, Tabitha Fosdick, Audio/Visual Support.

Attending by Video Conference: Julia Hafftka-Marshall, Associate Partner, Cheryl Newman, Project Manager, Holmes, King, Kallquist & Associates, Architects.

Absent: Kristina Braell, Leslie Shaw, Leisel Everdyke.

Public Comments: Negated due to no attendance.

Approval of Minutes: Joan Wallis made the motion to approve the January meeting minutes, seconded by Matt Owen, approved unanimously.

Lower Level Layout Review with HKK: Julia Hafftka-Marshall proceeded to review the pre-submitted questions from the Board of Trustees via video conference.

- 1). The door to the kitchen area and the reason for the room immediately outside the door involved required clearance issues which can be resolved by reworking the kitchen layout. The additional room can be eliminated as requested.
- 2). The wall in the hallway can be reworked to be a curved surface as requested.
- 3). A double door to the Maker's Room can be added as requested.
- 4). Floor surface options have not been confirmed or committed to at this point, but suggestions were made for each of the areas.

Maker's Room – Hard surface, low maintenance LVT vinyl.

Medical Room – Retain the concrete with a surface coating.

Kitchenette - Hard surface, low maintenance LVT vinyl.

Hallway - Hard surface, low maintenance LVT vinyl or commercial grade carpet squares.

Bathrooms – Ceramic tile.

5.) Doors would be wood honeycomb construction for acoustics.

6). Partition doors could be motorized or manual with the option to pre-wire for motorization at a later date.

7). The island counter in the kitchen area can be moveable to facilitate better clearance.

- ❖ A motion was made by Joan Wallis to authorize Julia Hafftkka-Marshall of Holmes, King, Kallquist & Associates, Architects to proceed with design and development phase of the Lower Level. Seconded by Mary LaGasse-Tatem. Motion was approved unanimously.

Budget Report: Budget was reviewed by Bernard Carroll with discussion and questions.

Director's Report: Director's Report was reviewed.

Committee Reports: Facilities Committee report was reviewed by Joan Wallis.

Old Business – None at this time.

New Business

- **Treasurer Welcome and Signature Card:** Signature card tabled until next meeting.
- **Lower Level Layout Approval:** Covered during video conference.
- **Grant Status Updates:** Discussed.
- **New Roof Estimate Status:** Tabled until next meeting.
- **Five Year Plan Review:** Tabled until next meeting.
- **Set Dates for Annual Meeting and Library Budget Vote:** Discussed.

- ❖ A motion was made by Joan Wallis to set the date for the Annual Meeting and Library Budget vote for May 11, 2026, at 6:30 PM. Seconded by Gary Bennett and approved unanimously.

- **Employee Handbook Discussion:** Tabled for next meeting.
- **Board Meeting Times:** Tabled for next meeting.

Approval of Bills: A motion to approve bills was made by Joan Wallis. Seconded by Matt Owen and approved unanimously.

Adjournment: A motion was made to adjourn the meeting by Matt Owen. Seconded by Mary LaGasse-Tatem and approved unanimously. Meeting was adjourned at 6:57 PM

Respectfully submitted by John Hawman, Secretary