

VILLAGE OF MCFARLAND

**Library Board Minutes**

*Monday, February 2, 2026 - 5:15 PM*

**1. CALL TO ORDER**

Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Kathy Annen, Staci Fritz, Ken Machtan, Karin Mandli, Mona Nelson, Evan Richards, Peter Sobol

Members not present:

Staff Present: Heidi Cox, Library Director

**2. PUBLIC APPEARANCES AND COMMUNICATION**

- a. *This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to [librarydirector@mcfarlandlibrary.org](mailto:librarydirector@mcfarlandlibrary.org) to be included with the agenda materials.*

**3. ACTION ITEMS**

- a. *Motion to approve the minutes of the January 5, 2026 meeting.*  
Motion by Member Evan Richards, second by Member Peter Sobol, to approve the minutes of the January 5, 2026 meeting. Motion carries 5 - 0 - 2 by acclamation, with Staci Fritz, Mona Nelson abstaining.
- b. *Motion to approve the January 2026 invoices*  
Motion by Member Staci Fritz, second by Member Mona Nelson, to approve the January 2026 invoices. Motion carries 7 - 0 - 0 by acclamation.

**4. INFORMATION ITEMS**

- a. *Budget Update*
- b. *Director's Report*
- c. *Monthly Statistical Report*

**5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- a. *2025 Annual Report*  
Motion by Member Peter Sobol, second by Member Evan Richards, to accept 2025 Annual Report Motion carries 7 - 0 - 0 by acclamation.
- b. *Overdue Items, Fines, and Billing Policy update*

Motion by Member Evan Richards, second by Member Staci Fritz, to approve changes to the Overdue Items, Fines, and Billing Policy. Motion carries 7 - 0 - 0 by acclamation.

c. Space Needs and Facilities Discussion

**6. ADJOURNMENT**

Motion by Member Mona Nelson, second by Member Karin Mandli, to adjourn at 6:31

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,  
Heidi Cox  
Library Director