

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE LEMONT PUBLIC LIBRARY DISTRICT
COOK AND DUPAGE COUNTIES, ILLINOIS
HELD AT THE LIBRARY DISTRICT LEARNING CENTER
50 EAST WEND STREET, LEMONT, ILLINOIS**

July 11, 2023

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

The Board President called the meeting to order at 7:02 p.m. The following trustees answered present: Laura Burt-Nicholas, Vytenis Kirvelaitis, Renee Miller and Michaeline Skibinski. Trustees Patricia Camalliere, Melanie Grzesik-Duffy, and Catherine Sanders were absent. Acting Library Director Mary Golden, Outreach Manager Shannon Kazmierczak; and Adult Services Manager Justin Williams also attended the meeting.

IV. Approval of Minutes

Trustee Skibinski made a motion, seconded by Trustee Miller, to approve the minutes of the regular meeting of June 13, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

V. Treasurer’s Report

There was a motion made by Trustee Burt-Nicholas and seconded by Trustee Miller to approve the Treasurer’s report as submitted:

June 30, 2023

Chase Bank	
Checking Account	\$190,467.23
Savings Account	106.77
Illinois Funds	
Money Market e-pay	24,677.89
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	11,296.24
PMA Operating Account	479,674.28

A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.

VI. Approval of Bills

A motion was made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to approve payment of total accounts payable, ACH payments and payroll for the period of June 14, 2023 to July 11, 2023 in the amount of \$226,888.24. A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.

VII. Public Comments

There were no public comments.

VIII. Reports

A. President

The President spoke to Director Shlah. Her doctor would not authorize her to return to work yet, so her leave of absence would be extended.

B. Library Director

Acting Library Director Golden highlighted portions of her written report:

- She attended the American Library Association's (ALA) Annual Conference and found the session topics motivating and relevant to the Lemont Library.
- She met with the Library's account manager for Comcast and some Library vendors, including Communico regarding development and implementation of the Library's mobile app.
- She was gathering materials for the annual audit and IPLAR (Illinois Public Library Annual Report).
- The solar table signage was installed. Adult Services Manager Williams said that the SEASPAR EAGLES group (Adult Day Program of the South East Association for Special Parks and Recreation) would be checking the tables twice daily to count how many people were using them at peak traffic times.
- She reminded the Board members and Library employees that they had to complete online sexual harassment prevention training. A link would be provided.

C. Attorney

No report.

D. Committees

1. **Technology**
2. **Policy and Personnel**
3. **Finance**
4. **Planning and Goals**
5. **Building and Grounds**

No reports

IX. New Business

A. Ordinance Fiscal Year 24-01 Building and Maintenance Levy

A motion was made by Trustee Skibinski and seconded by Trustee Miller, to adopt Ordinance FY 24-01 as submitted. A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.

B. Resolution 24-02 to adopt the ALA Library Bill of Rights in accordance with P.A. 103-0100

Adoption of the resolution would maintain the Library's eligibility for State grants. Action was deferred until the next regular Board meeting when more trustees would be present.

C. Adopt Fiscal Year 2024 Financial Ordinance Calendar

The trustees adopted the FY2024 Financial Ordinance Calendar by universal acclaim.

D. Local Government Efficiency Act—new committee members

Lemont community members Don Turner and Elaine Savage expressed interest in joining the Decennial Committee on Local Government Efficiency.

E. Training–Required Training, Appoint FOIA Officer and OMA Officer

1. The President asked the trustees to submit completion certificates to the Acting Director, upon finishing the required sexual harassment prevention training.
2. Trustee Burt-Nicholas made a motion, seconded by Trustee Skibinski, to approve Acting Director Mary Golden as the Library’s FOIA (Freedom of Information Act) Officer. A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.
3. There was a motion made by Trustee Skibinski, which was seconded by Trustee Miller, to approve Acting Director Mary Golden as the Library’s OMA (Open Meetings Act) Officer. A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.

F. Nametags for Board Members

Trustee name tags would be ordered. Outreach Manager Kazmierczak would check into Library logo polo shirts, which had been ordered for Board members in the past.

X. Old Business**A. Complete Board Committee Appointments**

The Board committee members were appointed as follows:

Planning and Goals

Catherine Sanders, chair
 Patricia Camalliere, member
 Melanie Grzesik-Duffy, member

Policy and Personnel

Patricia Camalliere, chair
 Renee Miller, member
 Michaeline Skibinski, member

Technology

Renee Miller, chair
 Catherine Sanders, member
 Laura Burt-Nicholas, member

Building and Grounds

Vytenis Kirvelaitis, chair
 Melanie Grzesik-Duffy, member
 Catherine Sanders, member

Finance

Michaeline Skibinski, chair
 Laura Burt-Nicholas, member
 Renee Miller, member

B. Keepataw Parade Update

Trustee Miller reported on plans for participation in the annual Keepataw Parade. She

received an estimate for Library bookmarks and bags for giveaways of \$1,800. There was a motion made by Trustee Miller and seconded by Trustee Skibinski to purchase the Library bookmarks and bags for an amount not to exceed \$2,000. A roll call was taken. Trustees Burt-Nicholas, Kirvelaitis, Miller, and Skibinski said aye. Trustees Camalliere, Grzesik-Duffy, and Sanders were absent. There were no nays. The motion passed.

XI. Executive Session

There was no need to move into executive session.

XII. Correspondence

There was no correspondence of note.

XIII. Adjournment

There was a motion made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to adjourn the meeting at 7:46 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary