

**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**

June 13, 2023

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

The Board President called the meeting to order at 7:00 p.m. The following trustees answered present: Patricia Camalliere, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller (formerly Pravdik), Catherine D. Sanders and Michaeline Skibinski. Trustee Laura Burt-Nicholas was absent. Acting Library Director Mary Golden, Outreach Manager Shannon Kazmierczak and Adult Services Manager Justin Williams also attended the meeting.

IV. Public Comments

There were no comments from the public.

V. Approval of Minutes

A motion was made by Trustee Skibinski and seconded by Trustee Sanders, to approve the minutes of the regular meeting of May 9, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed. Trustee Skibinski made a motion, seconded by Trustee Miller, to approve the minutes of the executive session of May 9, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

VI. Treasurer's Report

There was a motion made by Trustee Camalliere and seconded by Trustee Grzesik-Duffy to approve the Treasurer's report as submitted:

May 31, 2023

| | |
|------------------------|--------------|
| Chase Bank | |
| Checking Account | \$152,664.79 |
| Savings Account | 106.77 |
| Illinois Funds | |
| Money Market e-pay | 22,165.45 |
| Illinois National Bank | |
| e-Pay | 1,000.00 |
| Lemont Bank & Trust | |
| Money Market | 11,248.32 |
| PMA Operating Account | 646,766.75 |

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

VII. Approval of Bills

Trustee Miller made a motion, seconded by Trustee Sanders, to approve payment of total accounts payable, ACH payments and payroll for the period of May 10, 2023 to June 13, 2023 in the amount of \$201,112.90. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Miller, Sanders and Skibinski said aye. Trustee Kirvelaitis said aye, except for bills related to the Lithuanian Archives Project (LAP), where he abstained. Trustee Burt-Nicholas was absent. There were no nays. The motion passed.

VIII. Reports

A. President

The first meeting of the Decennial Committee on Local Government Efficiency was held on June 6th. Trustee Skibinski was chosen to chair the committee. Two Lemont residents participated and were appointed to the committee: Tom Culcasi and Frank Smalarz. Chair Skibinski set a tentative date of September 20th for the next meeting but felt that the meeting would probably be rescheduled to an earlier date. The committee was tasked with reviewing ordinances, partnerships, policies, statutes, intergovernmental agreements and similar guidelines and procedures, i.e., six policy categories in the purview of the Policy and Personnel Committee. The President asked the trustees to invite more Lemont residents as members of the committee.

Trustee Miller reported on plans for participation in the annual Keepataw Parade. A classic car would be used in lieu of a float, with candy tossed to watching children. Trustee Miller made a motion, seconded by Trustee Skibinski, for the Library to recognize a potential parade sponsor, contributing a minimum of \$250 with a bronze Library sponsorship. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders and Skibinski said aye. Trustee Burt-Nicholas was absent. There were no nays. The motion passed.

B. Library Director

Acting Library Director Golden highlighted portions of her written report:

- A renewal agreement for fiscal year 2024 was signed with OCLC (Online Computer Library Center).
- Library insurance was reviewed and renewed.
- Adult Services Manager Justin Williams helped coordinate the installation of two solar tables at the Lemont Safety Village, where summertime “Librarian on the Town” events would be held.

C. Attorney

No report.

D. Committees

1. **Technology**
2. **Policy and Personnel**
3. **Finance**
4. **Planning and Goals**
No reports.

5. **Building and Grounds**

The Library was considering a new location for the recognition plate for prominent Lemont citizen, teacher, and Library board member (1962-1994) Loretta G. Hennebry. The wall displaying the plate had been taken down during the Library renovation.

IX. New Business

A. Tentative Fiscal Year 2024 Operating Budget

Treasurer Skibinski met with the Acting Director about trimming some increasing costs and including a salary increase for staff in the budget. The tentative operating budget would provide guidelines and goals for the fiscal year 2024. Elevator repair expenses would be excluded, although the repairs may be contained in the Budget and Appropriation Ordinance. A motion was made by Trustee Camalliere and seconded by Trustee Grzesik-Duffy, to accept the tentative operating budget as submitted. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders and Skibinski said aye. Trustee Burt-Nicholas was absent. There were no nays. The motion passed.

B. Resolution 24-01 Non-Resident Fee for Fiscal Year 2024

The fee did not increase from 2022. Trustee Sanders made a motion, seconded by Trustee Miller, to adopt Resolution FY24-01, setting the non-resident patron fee at \$231, based on the general mathematical formula algorithm and excluding 2023 population growth. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders and Skibinski said aye. Trustee Burt-Nicholas was absent. There were no nays. The motion passed.

C. Appointment of Committees

Board committee members were appointed as follows:

Building and Grounds

Vytenis Kirvelaitis, chair

Melanie Grzesik-Duffy, member

Catherine Sanders, member

Finance

Michaeline Skibinski, chair

Laura Burt-Nicholas, member

Renee Miller, member

Planning and Goals

Catherine Sanders, chair

Patricia Camalliere, member

Policy and Personnel

Patricia Camalliere, chair

Renee Miller, member

Michaeline Skibinski, member

Technology

Renee Miller, chair

Catherine Sanders, member

The President was waiting for a reply from Trustee Burt-Nicholas on membership in the Planning and Goals and Technology Committees.

D. Committee Schedule—Frequency and Availability

Trustee Camalliere wondered whether the current frequency of committee meetings needed to be adjusted, considering that the Decennial Committee on Local Government Efficiency would be demanding more time and effort from every committee. A decision was deferred until the committees received more information on which materials must be prepared for examination.

E. Special Committee on Local Government Efficiency

The subject was discussed during *VIII. A. President's Report*.

X. Old Business

A. Adopt "A Library for Everyone" Policy

A motion was made by Trustee Camalliere and seconded by Trustee Sanders to adopt the Policy. All attending trustees agreed by voice vote. Trustee Burt-Nicholas was absent.

B. Material Reconsideration Form

The Board deemed the newly devised form appropriate, effective June 13, 2023. Further changes may be necessary in order to comply with a new state law dealing with material bans, effective January 1, 2024. The state law allowed the public to request removal of materials and for the Library to comply, but at the cost of ineligibility of certain State funding.

XI. Executive Session

There was no need to move into executive session.

XII. Correspondence

The Library was awarded a Per Capita and Equalization Aid Grant of \$34,193.45 from the Illinois State Library. Treasurer Skibinski sent a thank you note for the Library's floral condolences on the death of her brother. Former Trustee Tom Burton thanked the Board for the resolution in his honor and the departure gift. Patricia Foltz sent a letter complimenting Manager Shannon Kazmierczak on her dedicated work in outreach services, most recently for the "Taco and Trivia Night".

XIII. Adjournment

A motion was made by Trustee Miller and seconded by Trustee Skibinski to adjourn the meeting at 7:57 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis
Recording Secretary