

**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 EVENT SPACE  
50 EAST WEND STREET, LEMONT, ILLINOIS**

**December 12, 2023**

**1. Call to Order, Pledge of Allegiance and Roll Call**

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

**2. Public Comments**

There were no comments from the public.

**3. Approval of Minutes**

**a. Regular Meeting on November 14, 2023**

A motion was then made by Trustee Sanders and seconded by Trustee Camalliere, to approve the minutes of the regular meeting of November 14, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

**b. Truth-in-Taxation Hearing on November 27, 2023**

Trustee Sanders made a motion, seconded by Trustee Camalliere, to approve the minutes of the Truth-in-Taxation Hearing of November 27, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

**c. Special Meeting on November 27, 2023**

Trustee Sanders made a motion, seconded by Trustee Miller, to approve the minutes of the special meeting of November 27, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

**4. Treasurer's Report**

The Library had begun receiving its Cook County tax distribution. Trustee Camalliere made a motion, seconded by Trustee Sanders, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$59,203.46
Savings Account	106.77
Illinois Funds	
Money Market e-pay	37,504.56
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	242,836.52
PMA	
Operating Account	346,751.74
LTD	207,560.00

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

## 5. Payment of Bills

A motion was made by Trustee Miller and seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$151,379.55. A roll call was taken. Trustees Camalliere, Kirvelaitis, Miller, and Sanders said aye. There were no nays. Trustees Burt-Nicholas, Grzesik-Duffy, and Skibinski were absent. The motion passed.

## 6. Reports

### a. Board President

No report.

### b. Library Director

Library Director Golden added to and highlighted portions of her written report:

- ◆ She was still waiting for the first draft of the Library's audit report from Lauterbach & Amen.
- ◆ She attended a meeting of the Joint Review Board. None of the TIF districts will be expiring the coming year.
- ◆ The *Images of America: Lemont* after-hours book launch was well-attended. Jason Berry and the Village of Lemont generously donated the profit from the evening's book sale to the Lemont Historical Society and the Friends of the Library. The proceeds were split, with each organization receiving \$800.
- ◆ The new social media statistics report had been added to the Board packet.
- ◆ The Director shared examples of other libraries' final reports with the Local Government Efficiency Act Committee to lend insight into other libraries' report writing processes.
- ◆ Colley Elevator Company completed elevator repairs, and the elevator passed Phase 2 reinspection. Finalized inspection reports were added to the application for Certificate of Operation.
- ◆ The Illinois Paid Leave for All Workers Act goes into effect on January 1, 2024.

Adult Services Manager Williams reported that many patrons were using the department's numerous services. Outreach Manager Kazmierczak said the Library had launched the all-digital newsletter that very day. Patron engagement rates were encouragingly high.

*Trustee Burt-Nicholas arrived.*

## 7. Committee Reports

### a. Technology

The committee convened right before the regular meeting. Members discussed plans with consultant Impact IT. The Library's contract with Impact was effective through the end of 2024. Negotiations would continue regarding the proposed annual rate increase. The committee also talked about improvements to the security system and whether to install electric car chargers. Since no patrons had yet requested chargers, that issue was shelved.

### b. Policy and Personnel

No report.

### c. Finance

No report.

### d. Planning and Goals

No report.

### e. Building and Grounds

The committee did not meet this month, but the President and the Director inquired about

intermittent issues with the power supply. Unfortunately, the Library's power lines were failing. The lines were primarily on Library property, so most of the replacement cost would have to be covered by the Library. A cost estimate was forthcoming. The Library would have to close for 1-2 days, as it would take time to power down, install new cables, attach them to the transformer, power up and test. The Director would schedule the repairs with ComEd.

**f. Local Government Efficiency Act Committee**

No report.

**8. New Business**

**a. Illinois Paid Leave for All Workers Policy**

A policy was being proposed to formalize the new benefit mandated by the State of Illinois. There was a motion made by Trustee Miller and seconded by Trustee Sanders to approve the Library's New Benefit Paid Leave policy. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, and Sanders said aye. There were no nays. Trustees Grzesik-Duffy and Skibinski were absent. The motion passed.

**b. Resolution for Retiring Library Director Heather Shlah**

The President read a resolution of appreciation for retiring Library Director Heather Shlah, who was the resolute, steadfast, and exemplary leader of the Library District from 2019 to 2023. Ms. Shlah successfully navigated atypical challenges, including the COVID-19 pandemic. Her achievements include policy and procedure creation, staff development, formulation of the Library' strategic plan and comprehensive personnel handbook and improved accounting processes. These accomplishments would continue to benefit the Library for years to come. Trustee Camalliere made a motion, seconded by Trustee Sanders, to approve the resolution. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, and Sanders said aye. Trustees Grzesik-Duffy and Skibinski were absent. There were no nays. The motion passed.

**9. Old Business**

**a. Resolution Fiscal Year 2024-04 to Adopt the ALA Bill of Rights in accordance with P.A. 103-0100 to maintain eligibility for State Grants**

Trustee Burt-Nicholas made a motion, seconded by Trustee Sanders, to adopt the American Library Association (ALA) Bill of Rights in accordance with P.A. 103-0100, to maintain eligibility for state grants. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, and Sanders said aye. Trustees Grzesik-Duffy and Skibinski were absent. There were no nays. The motion passed.

**10. Executive Session**

There was no need to move into executive session.

**11. Correspondence**

There were no other communications to share.

**12. Adjournment**

A motion was made by Trustee Sanders and seconded by Trustee Miller to adjourn the meeting at 7:45 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis  
Recording Secretary