

**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**

**February 13, 2024**

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

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

**2. Public Comments**

There were no comments from the public.

**3. Approval of Minutes**

A motion was made by Trustee Camalliere and seconded by Trustee Skibinski, to approve the minutes of the regular meeting of January 9, 2024. A voice vote was taken. All said aye. The motion passed.

**4. Treasurer's Report**

Treasurer Skibinski was pleased to report that the TAW (Tax Anticipation Warrant) loan had been repaid. Trustee Sanders made a motion, seconded by Trustee Burt-Nicholas, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$54,734.99
Savings Account	106.77
Illinois Funds	
Money Market e-pay	44,455.72
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	733,771.56
PMA	
Operating Account	152,085.52
LTD	209,880.00

A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Renee Miller was absent. The motion passed.

**5. Payment of Bills**

A motion was made by Trustee Burt-Nicholas and seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$133,701.26. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Miller was absent. The motion passed. There was a motion made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to approve TAW repayment with interest in the amount of \$731,580. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Miller was absent. The motion passed.

## 6. Reports

### a. Board President

There were no additional questions on the FOIA request received and fulfilled in December.

### b. Library Director

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

- ◆ The application for the Illinois Public Library Per Capita and Equalization Grant was submitted.
- ◆ She received the preliminary auditor's report. She replied with some questions, which Lauterbach & Amen would answer before the final report would be issued.
- ◆ She attended the PLC Governors Board and Strategic Plan meetings. The Director participated in developing an onboarding packet for directors and administrators. She found the strategic planning process valuable.
- ◆ Passport processing was at a high, and she expected the trend to continue in February.
- ◆ She thanked the Friends of the Library for their donation to purchase new children's fiction. The Library also received a Lemont Junior Woman's Club Community Grant of \$2,500 to update juvenile nonfiction materials.
- ◆ The Library was in an initial testing phase for its new mobile app, which would be launched in the next few weeks for both Apple and Android devices.

Adult Services Manager Williams said his staff members were testing the new mobile app and were pleased with it overall. A few tweaks were necessary, but it was very user-friendly. He encouraged the trustees to stop at the Adult Services desk for a sneak peek on an iPad.

## 7. Committee Reports

### a. Technology

The committee postponed its meeting to a later date.

### b. Policy and Personnel

No report.

### c. Finance

The Treasurer would soon meet on budget development.

### d. Planning and Goals

A date for the next meeting will be set after this evening's meeting.

### e. Building and Grounds

The Library received a quote of \$12,679 from Linear Electric, Inc. for the Library's power line replacement. The committee could only approve an amount up to \$10,000 without Board approval. Once approved, they could proceed with scheduling, probably in March. Fortunately, only a 12-hour shutdown would be needed, not two -days as initially predicted. Linear Electric was reputable, and the company had worked at the Library in the past.

A motion was made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to contract Linear Electric, Inc. to install new main electrical lines for an amount not to exceed \$15,000. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Miller was absent. The motion passed.

### f. Local Government Efficiency Act Committee

The Committee was scheduled to meet February 21<sup>st</sup>.

## 8. New Business

### a. Replacement of main electrical lines into the building

The Board approved contracting Linear Electric, Inc. to install new main electrical lines in

coordination with ComEd up to a cost of \$15,000..

**9. Old Business**

There were no issues from the previous month to discuss.

**10. Correspondence**

There was no correspondence to share.

**11. Executive Session**

A motion was made by Trustee Camalliere and seconded by Trustee Sanders to move into executive session to review executive session minutes. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Miller was absent. The motion passed.

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Upon returning from executive session, there was a motion made by Trustee Camalliere and seconded by Trustee Skibinski to release the executive session minutes from September 12, 2023, and March 10, 2020. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders and Skibinski answered aye. Trustee Miller was absent. The motion passed.

**12. Adjournment**

Trustee Sanders made a motion, seconded by Trustee Skibinski, to adjourn the meeting at 8:00 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis  
Recording Secretary