

**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**

April 16, 2024

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: Laura Burt-Nicholas, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, and Catherine Sanders. Trustees Patricia Camalliere and Michaeline Skibinski were absent. Library Director Mary Golden and Adult Services Manager Justin Williams were also present.

2. Audit Report

Hannah Cullerton, a manager at Library auditor Lauterbach & Amen, presented the Library's Annual Financial Report for the Fiscal Year ending June 30, 2023, via Zoom. The Library received the auditor's highest opinion. She summarized each financial section and reviewed the management letter with current recommendations. The audited statements had already been filed with the State of Illinois.

3. Public Comments

- Library patron Susan Michael was concerned about cuts in favorite programs, like a toddler music class. The President responded that the budget was very tight. The Library was exploring ways to fund programming, i.e., charging fees, accepting donations, or offering premier library membership. He mentioned that most instructors charged a fee for their classes and these fees had increased over time.
- Trudy Myers also expressed concerns about programming, specifically events which were packed with participants. She wanted reassurance that popular programming would remain. The Director explained that the Library was currently planning for the summer and taking program interest, participation, and suggestions into consideration.

4. Approval of Minutes

A motion was made by Trustee Sanders, seconded by Trustee Grzesik-Duffy, to approve the minutes of the regular meeting of March 12, 2024. A voice vote was taken. All said aye. The motion passed.

5. Treasurer's Report

There was a motion made by Trustee Sanders and seconded by Trustee Miller, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$10,696.76
Savings Account	106.77
Illinois Funds	
Money Market e-pay	50,673.09
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	2,210.16
PMA	
Operating Account	894,393.20
LTD	211,000.00

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

6. Payment of Bills

A motion was made by Trustee Miller and seconded by Trustee Burt-Nicholas to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$146,066.15. A roll call was taken. Trustees Burt-Nicholas, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustees Camalliere and Skibinski were absent. There were no nays. The motion passed.

7. Reports

a. Board President

The President reminded the trustees to complete their ethics filings by May 1st.

b. Library Director

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

- ◆ The winter learning sign-up exceeded the Library's goal.
- ◆ She attended a budget and levy workshop on March 26th.
- ◆ She met with the Village Finance Director, discussed accounting software and other information, and shared county contacts.
- ◆ On Friday, April 26th, the Library would be closed for Staff In-Service Day.
- ◆ Although Pinnacle will withdraw from Find More Illinois (FMI), the Library decided to continue to participate in FMI due to increased access to materials and improved efficiency for staff.

Adult Services Manager Williams was assuming additional responsibilities after the departure of Outreach Manager Shannon Kazmierczak. Planning for future programs was happening across the department.

8. Committee Reports

a. Technology

The committee met right before the Board meeting to discuss issuing an RFP (Request for Proposals) for managed IT services (MIT).

b. Policy and Personnel

The committee met on March 19th. Members reviewed policies including collection strategy, executive sessions, and public comments. They recommended approval of the Exam proctoring policy. Privacy and confidentiality policies would be combined.

c. Finance

The committee did not meet this month, as the Treasurer was out of town.

d. Planning and Goals

The committee met on March 21st. Members reviewed uncompleted items on the strategic plan. They also discussed landscaping around the children's patio and spoke to a scout leader about making the former garden adjacent to the patio an eagle scout project. Two quotes were received for creating a space for nursing parents, but both were well out of the Library's price range. A private corner or area could serve as an alternative. Committee Chair Sanders would ask the Lemont Junior Women's Club for advice.

e. Building and Grounds

The committee did not meet this month. The electrical upgrade was completed successfully. The Library handyman was working on a punch list of projects. Clearing out the basement would be the next big job to tackle.

f. Local Government Efficiency Act Committee

The committee did not meet this month. The Director began writing the first draft of its report.

9. New Business**a. Audit**

The audit was presented under *2. Audit Report*.

b. Policies–First readings

The trustees would review the following amended policies, and a vote would be held the next month.

- i. Collection Strategy
- ii. Executive Sessions
- iii. Public Comments

10. Old Business

There was no additional business to discuss.

11. Executive Session

There was no reason to move into executive session.

12. Correspondence

There was no correspondence to share.

13. Adjournment

Trustee Miller made a motion, seconded by Trustee Sanders, to adjourn the meeting at 7:59 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary