

**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**

March 12, 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, Patricia Camalliere, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, Catherine Sanders, and Michaeline Skibinski. Library Director Mary Golden and Adult Services Manager Justin Williams were also present.

2. Public Comments

- Library patron Julie Bittke was concerned about cuts in adult programming. For example, Adult Yoga and Crafter Night were well attended, but their frequency was reduced from three times to once per month. If necessary, Ms. Bittke was willing to pay a fee.
- When she moved to Lemont, Trudy Myers said she knew no one. She credited the librarians for helping her make new friends and felt that Lemont was the best library she had ever been involved with. She, too, expressed concerns about programming.
- Elaine Savage was a member of the Library's Local Government Efficiency Act Committee. She had also been enjoying adult programming.

3. Approval of Minutes

Trustee Skibinski made a motion, seconded by Trustee Sanders, to approve the minutes of the regular meeting of February 13, 2024. A voice vote was taken. All said aye. The motion passed. A motion was made by Trustee Camalliere and seconded by Trustee Grzesik-Duffy to approve the minutes of the executive session of February 13, 2024. A voice vote was taken. All said aye. The motion passed.

4. Treasurer's Report

Treasurer Skibinski reported that the Library was still waiting for about ten percent of Cook County tax revenue. Because of the much-delayed tax distribution, the Library continued to be frugal with programming but did not intend to cancel any of its programs. In the meantime, the Children's Department was lucky to receive some donations. The Treasurer added that the Library was currently in an advantageous position, having paid, with interest, the TAW (Tax Anticipation Warrant) it had been forced to take. Other expenses would be approved that evening, including three pay periods. She hoped the fall tax disbursement would be on time. Trustee Burt-Nicholas made a motion, seconded by Trustee Miller, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$21,111.68
Savings Account	106.77
Illinois Funds	
Money Market e-pay	47,296.02
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	2,148.85
PMA	
Operating Account	286,405.99
LTD	210,200.00

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

5. Payment of Bills

There was a motion made by Trustee Skibinski and seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$162,796.59. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders and Skibinski answered aye. There were no nays. The motion passed.

6. Reports

a. Board President

Linear Electric, Inc. was contracted to replace the Library's power. The Director, Linear and ComEd settled on April 9th to complete the work. April 9th was also the date of the regular Board meeting, and power in the building would be shut down for 12 hours. Consequently, the Board rescheduled its regular meeting to April 16, 2024. The auditors would present their report at 6:30 p.m., followed by the regular meeting at 7:00 p.m.

b. Library Director

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

- ◆ The audit report would be available at the April meeting. Lauterbach & Amen would conduct their presentation virtually.
- ◆ She attended the PLC Governors Board at the Library on March 8th.
- ◆ The trustees should complete Cyber Security Training by April 1st. She would send the link.
- ◆ Outreach Manager Shannon Kazmierczak resigned. Managers' met to discuss covering the gap in programming and outreach.

Adult Services Manager Williams saved the Library over \$1,000 by taking advantage of a promotion for the New York Times to renew the subscription for another year. Digital and print versions of the Times would be available in the Library.

7. Committee Reports

a. Technology

The committee met right before the Board meeting to discuss continuing the Library's contracts with Impact IT and Mitel, new security camera bids, and a software update.

b. Policy and Personnel

The committee met on February 26th. The committee met on policies regarding privacy, notary, charity collection, conceal carry weapons, computer and internet use, and naming and sponsorship. Most of the policies did not require changes, except for the confidentiality policy. After the review, all the policies would be published on the website. Mailing costs for ILL (Inter-Library Loans) had increased, and the change in costs would have to be passed on to patrons.

c. Finance

The committee met on February 29th. The Director and Treasurer informed the two new members of the committee how the annual budget was developed. Members reviewed the calendar for budget and levy. The initial Fiscal Year 2025 budget looked tight, so the committee would be looking for ways to reduce costs and improve efficiency.

d. Planning and Goals

The committee met February 20 to discuss the children's garden and installing a semi-permanent nursing pod for nursing mothers. The next meeting was scheduled for March 21st.

e. Building and Grounds

The committee did not meet this month. The Library handyman had recovered from his injury and was working on the punch list once again. The committee chair spoke with the family of late Library benefactor Loretta Hennebry about replacing the plaque in her name, with a goal of re-dedicating it before Memorial Day.

f. Local Government Efficiency Act Committee

The committee met February 21st to review the assigned areas and make recommendations. Members were ready to begin drafting a report.

8. New Business

a. Intergovernmental Agreement–Illinois Libraries Present

Adult Services Manager Williams recommended subscribing to Season 4 of Illinois Libraries Present, which provided high-profile streaming events to member libraries that would be cost-prohibitive for individual libraries to hold. The annual cost was \$685, which included one presentation every month and the right to post the event on social media. He provided examples of upcoming events: authors Temple Grandin, Neil Gaiman, and Kal Penn. A motion was made by Trustee Camalliere and seconded by Trustee Sanders to approve entering into an intergovernmental agreement with Illinois Libraries Present. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders and Skibinski answered aye. There were no nays. The motion passed.

9. Old Business

There was no old business to discuss.

The Director reminded the trustees to file their Statements of Economic Interest, which they should have received by email.

10. Executive Session

There was no reason to move into executive session.

11. Correspondence

There was no correspondence to share.

The President asked the Director to check when the Village of Lemont would be holding its State of the Village and inquire whether the Library could give a brief presentation.

12. Adjournment

Trustee Skibinski made a motion, seconded by Trustee Miller, to adjourn the meeting at 7:50 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary