

**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 11, 2025

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

The Board President called the meeting to order at 7:03 p.m. The following trustees answered present: Laura Burt-Nicholas, Patricia Camalliere, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, and Michaeline Skibinski. Trustee Catherine Sanders was absent. Library Director Mary Golden was also present.

2. Public Comment

Lemont Fire Protection District Board Trustee Dan Tholotowsky thanked the Board for its support in passing the referendum in November. The Fire District was grateful for their partnership with the Library and for hosting a special open house.

3. Approval of Minutes

Trustee Skibinski made a motion, seconded by Trustee Burt-Nicholas, to approve the minutes of the regular meeting of January 14, 2025, as corrected. A voice vote was taken. All said aye. The motion passed.

4. Treasurer's Report

The account balances reports show interest rates on all bank accounts except for e-pay. It turns out they pay 0%, so the President requested that it be noted on the report. There was a motion made by Trustee Grzesik-Duffy, seconded by Trustee Miller, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$25,490.52
Savings Account	106.77
Illinois Funds	
Money Market e-pay	87,334.95
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,500.74
PMA	
Operating Account	363,783.96
LTD	220,340.00

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

5. Payment of Bills

Trustee Camalliere made a motion which was seconded by Trustee Miller to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$157,884.97. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered

aye. Trustee Sanders was absent. There were no nays. The motion passed.

6. Reports

a. Board President

On February 23, the Lemont Area Historical Society and Museum is hosting an open house for *America United: The Days After 9/11 Exhibit*. The event is free to the public. The traveling exhibit was created by the Children's Museum in Oak Lawn and will be in Lemont for three months.

b. Library Director

Library Director Golden highlighted and added to her written report:

- ◆ Onboarding with the new managed services provider (MSP) WEBIT Services was winding down, and the Library would soon be resuming normal IT operations. Staff training on the concierge portal along with training modules for Microsoft office products and cyber security were completed.
- ◆ Open enrollment is currently underway with the Library's insurance group.
- ◆ The Library has already met its goal for the all-ages Winter Reading Challenge.
- ◆ On February 19, *Illinois Libraries Present* arranged a virtual visit with National Humanities Medal winner and best-selling author Amy Tan.
- ◆ On February 25 College of DuPage English professors Timothy Henningsen and Jason Snart will present an introduction to Artificial Intelligence and AI-based text generation tools like ChatGPT.
- ◆ A trustee training day will be held on May 17 at the Orland Park Library. All Board members are welcome to attend.
- ◆ Many thanks to Lemont Township for loaning the Library five new laptops for senior technology sessions.
- ◆ Another sincere thank you to Lemont Bank and Trust for its donation, which enabled the Library to acquire new whiteboards for the study rooms and collaboration studios.
- ◆ On March 9, the Lemont Township Community Center will host the James Callen Jazz Trio. The concert was made possible by a grant from the Music Performance Trust Fund in cooperation with the Chicago Federation of Musicians. Registration was though the Library's website.

7. Committee Reports

a. Technology

The committee did not meet this month.

b. Policy and Personnel

The committee met on February 4 to review a list of policies and prepare for the Director's annual evaluation.

c. Finance

The committee did not meet last month.

d. Planning and Goals

The committee met on February 4 this month.

e. Building and Grounds

The committee discussed renewing its contract for lawn service.

8. New Business

a. Landscaping and Lawn Services Contract

Sebert Landscape offered to extend the current flat rate for two more years. A motion was made by Trustee Skibinski and seconded by Trustee Grzesik Duffy to enter into an

agreement with Sebert for landscape management April 1, 2025, through November 15, 2026, at the price of \$6,280 per year, billed monthly at a rate of \$785. The services will be performed for eight months each of the two years. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.

b. Banking Resolutions for Director Golden to be Appointed Principal Authority

- i. Trustee Miller made a motion, seconded by Trustee Camalliere, to appoint the Director as the principal authority for Library accounts with ePay. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.
- ii. There was a motion made by Trustee Burt-Nicholas and seconded by Trustee Skibinski to appoint the Director as the principal authority for Library accounts with Illinois National Bank. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.

c. Sponsorship Lemont Bank and Trust

Trustee Miller made a motion which was seconded by Trustee Camalliere to recognize Lemont Bank and Trust on the Library's Donor Recognition Display in appreciation of its generous donation towards the purchase of new whiteboards, consistent with the Library's sponsorship policy. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.

9. Old Business

There was no business remaining from the previous month to discuss.

10. Correspondence

The Director had no correspondence to share.

11. Executive Session

There was a motion made by Trustee Miller and seconded by Trustee Burt-Nicholas to move into an executive session to review executive session minutes and discuss the Director's review.

Upon returning from executive session, Trustee Skibinski made a motion, seconded by Trustee Grzesik-Duffy, to release the following executive session minutes:

February 13, 2024
May 23, 2019
April 24, 2018

A voice vote was taken. All said aye. The motion passed.

A motion was then made by Trustee Camalliere and seconded by Trustee Miller to increase the Director's salary to \$105,000 annually, effective March 1, 2025. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.

12. Adjournment

A motion was made by Trustee Miller and seconded by Trustee Burt-Nicholas to adjourn the meeting at 8:28 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary