

**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**

May 20, 2025

1. Oath of Office for Elected Trustees Patricia Camalliere, Renee Miller, and Michaeline Skibinski

President Vytenis Kirvelaitis administered the oath of office to recently re-elected trustees Patricia Camalliere and Michaeline Skibinski. Trustee Renee Miller was absent and would be sworn in at the next regular meeting.

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

The Board President called the meeting to order at 7:05 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 was also present.

3. Public Comment

Boy scout Christian F. of Scouting America attended the meeting as a merit badge requirement.

4. Approval of Minutes

Trustee Camalliere made a motion, seconded by Trustee Skibinski to approve the minutes of the regular meeting of April 8, 2025. A voice vote was taken. All said aye, except Trustee Renee Miller, who was absent. The motion passed.

5. Treasurer's Report

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

Chase Bank	
Checking Account	\$17,118.34
Savings Account	106.77
Illinois Funds	
Money Market e-pay	100,906.27
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,637.07
PMA	
Operating Account	1,040,734.98
LTD	223,120.00

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

6. Payment of Bills

Trustee Burt-Nicholas made a motion which was seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$131,518.56. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders, and Skibinski answered aye. Trustee Miller was absent. There were no nays. The motion passed. A motion was made by Trustee Camalliere and seconded by Trustee Skibinski to approve bond interest payment in the amount of \$23,500.00. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders, and Skibinski answered aye. Trustee Miller was absent. There were no nays. The motion passed.

7. Reports

a. Board President

The President had no report.

b. Library Director

Library Director Golden highlighted and added to her written report:

- ◆ The Summer Learning Challenge would run June 1-July 31, 2025. The Summer Learning Kickoff Celebration will take place on June 7, 2025, featuring a Friends of the Library-funded petting zoo, free frozen custard, and a baseball mascot visit. There were new technology program offerings thanks to the generous donation of five laptops by Lemont Township.
- ◆ The Lemont Garden Club was planting lovely flowers around the building.
- ◆ The staff received technology training during an in-service day on April 25. Another in-service day was foreseen for November.
- ◆ A new development along Bell Road will add to the Library's service area and generate additional tax monies.
- ◆ The trustees should complete their online sexual harassment prevention training by September 1st.
- ◆ Later this month, the Director will be attending an intergovernmental meeting about tax objections with law firm KTJ (Klein, Thorpe and Jenkins, Ltd.)

8. Committee Reports

a. Technology

The committee did not meet this month.

b. Policy and Personnel

The committee met on April 15. Members finalized committee responsibilities; reviewed and approved five policies with minor amendments; and discussed incorporating two policies into the Code of Conduct. The Director will seek legal counsel on retiring some policies. The Committee will reconvene on June 17, 2025.

c. Finance

The committee convened on April 22. The tentative working budget for fiscal year 2026 was distributed to the Board. It included the estimated cost for an HVAC update and a three percent across-the-board salary increase, as recommended by the Policy and Personnel Committee. The Treasurer was particularly wary about the timely receipt of tax money after reading that Cook County tax bills would again be delayed. A month's lag was not concerning, but a longer delay would compel the Library to issue a TAW (Tax Anticipation Warrant) to meet its financial obligations. The committee would meet again on May 27th.

d. Planning and Goals

The committee will meet on June 10th to discuss a fall fundraiser.

e. Building and Grounds

The committee received two estimates for parking lot repairs:

- \$4,568.55 from Ski's Sealcoating, Inc. of Countryside, IL
- \$7150 from RG Asphalt and Concrete of Elgin, IL

A motion was made by Trustee Skibinski and seconded by Trustee Camalliere to contract Ski's Sealcoating for parking lot crack repair, sealcoating, and restriping for an amount not to exceed \$5,000. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Sanders, and Skibinski answered aye. Trustee Miller was absent. There were no nays. The motion passed.

The annual building walk-through will be conducted on June 12th at 6 p.m.

9. New Business

a. Election of officers for the positions of President, Vice President, Treasurer and Secretary

Trustee Camalliere made a motion, seconded by Trustee Sanders, to nominate Trustee Kirvelaitis to the position of President of the Board of Trustees. There were no other candidates. Nominations were closed. A voice vote was taken. All said aye except Trustee Renee Miller who was absent. The motion passed.

Trustee Sanders made a motion, seconded by Trustee Skibinski, to nominate Trustee Camalliere to the position of Vice President of the Board of Trustees. Trustee Grzesik-Duffy nominated Trustee Burt-Nicholas, who respectfully declined. There were no other candidates. Nominations were closed. A voice vote was taken. All said aye except Trustee Renee Miller who was absent. The motion passed.

Trustee Burt-Nicholas made a motion, seconded by Trustee Camalliere, to nominate Trustee Skibinski to the position of Treasurer of the Board of Trustees. There were no other candidates. Nominations were closed. A voice vote was taken. All said aye except Trustee Renee Miller who was absent. The motion passed.

Trustee Skibinski made a motion, seconded by Trustee Camalliere, to nominate Trustee Sanders to the position of Secretary of the Board of Trustees. There were no other candidates. Nominations were closed. A voice vote was taken. All said aye except Trustee Renee Miller who was absent. The motion passed.

Trustees Kirvelaitis, Camalliere, Sanders and Skibinski were duly elected to the positions, respectively, of President, Vice President, Secretary, and Treasurer of the Board of Directors of the Lemont Public Library District.

b. Operating Budget First Draft Review

No action was taken.

c. Board Meeting Dates for FY26

The Board will continue to meet on the second Tuesday of the month. There was a motion made by Trustee Camalliere and seconded by Trustee Skibinski to approve the Board meeting dates for fiscal year 2026. A voice vote was taken. All said aye, except Trustee Miller, who was absent. The motion passed.

10. Old Business

a. HVAC Upgrades

There was no new information.

b. Committee Assignments

Trustees Burt-Nicholas and Grzesik-Duffy questioned the need for five Board committees. Other libraries had as few as two. They wondered if it would not be more efficient to keep only the Policy and Personnel and Finance Committees and assign board members to specific taskforces, as needed. Trustee Grzesik-Duffy mentioned that a trustee's additional work on committees added three hours per month to the Board commitment.

If the Board's work were not broken down into committees, Trustee Skibinski felt that the burden on the full Board would increase substantially. Each committee specializes in its own area, and board members do not need to spend time preparing for all five sets of issues.

Trustee Sanders said most of the work resulting from any dissolution of committees would fall on the Director, who already had immense responsibilities. In that case, she suggested that the Board consider hiring an assistant director again.

President Kirvelaitis appreciated the input. If members wished to continue the discussion, it would be useful to bring each committee's documents to the table.

Since Trustee Miller had yet to be sworn in, the final composition of the Board committees was deferred to next month. The President asked the board to consider which committees they would like to serve on.

c. Parking Lot Project

The project was voted on under 8. *Committee Reports, e. Building and Grounds.*

d. Keepataw Days

The trustees decided to sponsor the event in the amount of \$500.

11. Executive Session

There was no need to move into executive session.

12. Correspondence

There was no correspondence to share.

13. Adjournment

A motion was made by Trustee Skibinski and seconded by Trustee Sanders to adjourn the meeting at 8:05 p.m. A voice vote was taken. All said aye, except Trustee Miller, who was absent. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary