

**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**

**August 19, 2025**

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

The Board President called the meeting to order at 7:04 p.m. The following trustees answered present: Laura Burt-Nicholas, Patricia Camalliere, Vytenis Kirvelaitis, Renee Miller, Catherine Sanders, and Michaeline Skibinski. Trustee Melanie Grzesik-Duffy was absent. Library Director Mary Golden was also present.

**2. Public Comment**

There were no members of the public present.

**3. Approval of Minutes**

A motion was made by Trustee Sanders and seconded by Trustee Skibinski to approve the minutes of the regular meeting of July 8, 2025. A voice vote was taken. All said aye, except Trustee Grzesik-Duffy, who was absent. The motion passed.

**4. Treasurer's Report**

Several reports indicate that the second installment of Cook County property tax bills for the 2024 tax year (payable in 2025) will be delayed. It was possible that the monies would still be released in early October but, if not, the Library might need to borrow funds to cover its expenses. The situation was not yet urgent, but the Director completed preliminary work for a Tax Anticipation Warrant (TAW). There was a motion made by Trustee Burt-Nicholas and seconded by Trustee Camalliere to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$23,662.64
Savings Account	106.77
Illinois Funds	
Money Market e-pay	112,878.71
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,778.68
PMA	
Operating Account	574,365.53
LTD	225,180.00

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

**5. Payment of Bills**

Trustee Skibinski made a motion, which was seconded by Trustee Sanders, to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$158,259.37. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, Sanders, and Skibinski answered aye.

Trustee Grzesik-Duffy was absent. There were no nays. The motion passed.

## 6. Reports

### a. Board President

No report.

### b. Library Director

Library Director Golden highlighted and added to her written report:

- ◆ The Director received an Illinois Public Library Per Capita and Equalization Grant in the amount of \$34,193.45.
- ◆ The Library was marketing its fall fundraiser on November 14<sup>th</sup>, and tickets were already available.
- ◆ On August 6<sup>th</sup>, Adult Services Manager Justin Williams attended a community discussion held by the Lemont Clergy Ministerial Association on addressing youth mental health issues.
- ◆ The Library's Auditor, Lauterbach & Amen, LLP would begin work on the annual audit.
- ◆ The Director thanked the Friends of the Library for their ongoing dedication and generosity, especially for supporting Library programming, including the fall fundraiser.
- ◆ Director Golden mentioned some upcoming programs, including the Community Seed Swap on September 2<sup>nd</sup>, seed swap, Trivia at Pollyanna Brewing Company on September 3<sup>rd</sup>, a banjo concert on September 11<sup>th</sup>, and "Morbidity History" on September 30<sup>th</sup>.
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## 7. Committee Reports

### a. Technology

The committee did not meet this month.

### b. Policy and Personnel

The committee met twice since the last regular Board meeting. On June 17, 2025, members reviewed the Room Use Policy and, on August 11, 2025, the Circulation Policy. Minor word and format changes were made, and the Library's attorney would perform a final check. Collection strategy, security cameras, and social media, among other matters were up next on the list. Policies pertaining to other committees would be sent directly to them for review.

### c. Finance

The committee did not meet this month.

### d. Planning and Goals

The committee's meeting, scheduled for July 8, 2025, was cancelled.

### e. Building and Grounds

The committee did not meet this month.

## 8. New Business

### a. Secretary Audit and Certification of Minutes

A motion was made by Trustee Skibinski and seconded by Trustee Miller to approve the signed Secretary's Audit of Minutes, attesting to their accuracy and completeness. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. Trustee Grzesik-Duffy was absent. There were no nays. The motion passed.

### b. Motion to Proceed with the TAW (Tax Anticipation Warrant)

Although the Library still had sufficient funds, the President recommended that the Board approve a TAW preemptively, so there would be no need to call a special meeting. Trustee Camalliere made a motion, seconded by Trustee Sanders, to authorize the Treasurer and the

Finance Committee to pursue a Tax Anticipation Warrant, if necessary, for an amount not to exceed one million dollars. The last time the Library was forced to take out a TAW, it was able to pay back the loan early. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. Trustee Grzesik-Duffy was absent. There were no nays. The motion passed.

**c. Motion to Approve the Hiring of Bond Counsel**

There was a motion made by Trustee Sanders and seconded by Trustee Miller, to delegate Treasurer Skibinski to hire bond counsel for the TAW, if it becomes necessary. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. Trustee Grzesik-Duffy was absent. There were no nays. The motion passed.

**d. Sponsorship Opportunities – Lemont High School**

The Library contributed \$100 to the Lemont High School Educational Foundation.

**e. Tentative Budget And Appropriate Ordinance**

The ordinance grants the Library legal authority to allocate money to specific spending activities, establishes the legal spending limit for the fiscal year, and serves as the basis for the property tax levy. The Budget and Appropriation Hearing would take place before next month's regular meeting on September 9, 2025, at 6:30 p.m.

**f. Transfer Funds from LTD to ISC in PMA**

A CD with PMA/IPRIME would be maturing on August 25, 2025. A motion was made by Trustee Sanders and seconded by Trustee Burt-Nicholas not to reinvest the funds from the CD and, instead, transfer the \$221,282.93 proceeds from LTD (Limited Duration Investment) to ISC (Investment Shares Class) Liquid Fund at PMA Financial. in order to help cover a potential delay in tax receipts. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. Trustee Grzesik-Duffy was absent. There were no nays. The motion passed.

**9. Old Business**

**a. HVAC Upgrades**

The matter was still under discussion.

**10. Executive Session**

There was no need to move into executive session.

**11. Correspondence**

The Library received an email from Sean Morrison, Cook County Commissioner, inquiring whether some government entities would have to take out a bridge loan (TAW) due to delayed tax receipts. The Library responded yes. The Director received a note from patron Don Mueggenborg complimenting Adult Services Specialist John Tuzim.

**12. Adjournment**

A motion was made by Trustee Sanders and seconded by Trustee Miller to adjourn the meeting at 7:39 p.m. A voice vote was taken. All said aye, except Trustee Grzesik-Duffy, who was absent. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis  
Recording Secretary