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

September 9, 2025

1. **Call to Order, Pledge of Allegiance and Roll Call**
   The Board President called the meeting to order at 7:02 p.m. The following trustees answered present: Laura Burt-Nicholas, Patricia Camalliere, Vytenis Kirvelaitis, Renee Miller, and Michaeline Skibinski. Trustees Melanie Grzesik-Duffy and Catherine Sanders were absent. Library Director Mary Golden was also present.

2. **Public Comment**
   There were no members of the public present.

3. **Approval of Minutes**
   Trustee Skibinski made a motion, seconded by Trustee Miller to approve the minutes of the regular meeting of August 19, 2025. A voice vote was taken. All said aye, except Trustees Grzesik-Duffy and Sanders who were absent. The motion passed.

4. **Treasurer's Report**
   The Treasurer had received no word from Cook County about when the second installment of property tax bills for the 2024 tax year would be sent. The Director completed the application for a TAW (Tax Anticipation Warrant) with Wintrust Financial in case it was needed . If it did not receive the tax payment soon, the Library would need to borrow funds to cover its expenses. A motion was made by Trustee Camalliere and seconded by Trustee Miller to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	$42,429.61
Savings Account	106.77
Illinois Funds	
Money Market e-pay	116,582.04
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,823.71
PMA	
Operating Account	484,566.56
LTD	226,400.00

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

Trustee Grzesik-Duffy arrived at the meeting.

5. **Payment of Bills**
   Trustee Burt-Nicholas made a motion, which was seconded by Trustee Skibinski, to approve payment

of total accounts payable, ACH payments, and payroll in the amount of $133,141.70. 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

No report.

b. Library Director

Library Director Golden highlighted and added to her written report:

- The Director reviewed library usage data prepared for the IPLAR (Illinois Public Library Annual Report). The data showed that circulation, card holder, and visit numbers were stable. There was a slight dip in programming attendance. A drop in public computer sessions was attributed to more patrons using their own wireless services.
- To date, the Library has sold over forty tickets and $2,500 in sponsorships for the Fall Fundraiser on November 14th.
- Because the day chosen for the staff in-service day coincides with the fundraiser, the staff training would be moved up to the end of September from November 14th.
- Lemont Township was revamping its youth program, and the Lemont High School District 210 hired a new superintendent.
- The Lemont Fire Protection District would be conducting an active shooter drill with library staff.
- On August 25th, the Library hosted the latest of a series of community meetings on the "Anxious Generation"(the term based on the title of a book by Jonathan Haidt), addressing youth mental health issues.
- The Library's auditor, Lauterbach & Amen, LLP, would arrive the next week to begin work on the annual audit.
- The Director thanked the Friends of the Library, who would be sponsoring four adult programs this fall/winter and running the 50/50 raffle for the Fall Fundraiser.

7. Committee Reports

a. Technology

The committee did not meet this month.

b. Policy and Personnel

The committee met on September 8, 2025, to review, among others:

- personnel policy, including whether parental leave could be affordably offered to staff.
- pandemic response and whether it was time to retire this policy.
- privacy and confidentiality, adding legal language.
- collection strategy and security camera policy —no significant changes
- social media policy, which would be redrafted.

Policies pertaining specifically to other committees would be sent directly to them for review.

c. Finance

The committee met on August 19th to begin the TAW process.

d. Planning and Goals

The committee did not meet this month.

e. Building and Grounds

The committee did not meet this month. Progress was being made on basement cleanup and the recycling and removal of larger unnecessary items.

8. **New Business**
    a. **Budget And Appropriate Ordinance Fiscal Year 26-02**
    The Budget and Appropriation Hearing took place before the evening's regular meeting at 6:30 p.m. There was a motion made by Trustee Skibinski which was seconded by Trustee Camalliere to adopt Budget and Appropriate Ordinance 26-02, containing an estimate of revenues and expenditures for the General Fund, Building and Maintenance Fund, Social Security Fund (FICA), Illinois Municipal Retirement Fund (IMRF), Audit Fund, and the Capital Improvement Fund. 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. **Adopt Certified Estimate of Revenue by Source**
    A motion was made by Trustee Miller and seconded by Trustee Skibinski to adopt the certified Estimate of Revenue by Source (a guide for planning) for the fiscal year beginning July 1st, 2025, and ending June 30th, 2026. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski answered aye. Trustee Sanders was absent. There were no nays. The motion passed.

    c. **Resolution FY26-01 to pay Obligation Bonds 2015 Series in the amount of $238,500**
    Trustee Skibinski made a motion, seconded by Trustee Burt-Nicholas, to pay Obligation Bonds 2015 Series, due in November, in the amount of $238,500. 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**
    a. **HVAC Upgrades**
    A hot water pump was repaired. The Building and Grounds Committee had to reschedule an appointment with the vendor.

10. **Executive Session**
    There was no need to move into executive session.

11. **Correspondence**
    The Library received thank you notes from: the organizers of Keepataw Days for its donation; a staff member for flowers; and St. Alphonsus/ St. Patrick School for its donation to its Back-2-School Bash. Someone who had purchased one of the Library's old books from World Books emailed to assure the Library that the book has a good home.

12. **Adjournment**
    A motion was made by Trustee Skibinski and seconded by Trustee Grzesik-Duffy to adjourn the meeting at 7:31 p.m. A voice vote was taken. All said aye, except Trustee Sanders who was absent. The meeting was adjourned.

    Respectfully submitted,

    Ramona Stephens-Žemaitis
    Recording Secretary