

**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**

October 14, 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, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, Catherine Sanders, and Michaeline Skibinski. 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 Skibinski, seconded by Trustee Miller, to approve the minutes of the Budget and Appropriation hearing of September 9, 2025. A voice vote was taken. All said aye. The motion passed. Trustee Miller made a motion which was seconded by Trustee Burt-Nicholas to approve the minutes of the regular meeting of September 9, 2025. A voice vote was taken. All said aye. The motion passed.

4. Treasurer's Report

The Treasurer still had no word from Cook County about how long it would take to receive the second installment of the property tax bills for the 2024 tax year. The Library was obliged to seek a TAW (Tax Anticipation Warrant) loan. A motion was made by Trustee Sanders and seconded by Trustee Miller to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$33,625.28
Savings Account	106.77
Illinois Funds	
Money Market e-pay	120,206.56
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,872.90
PMA	
Operating Account	624,395.90
LTD	---

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

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 \$129,659.97. 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

No report.

b. Library Director

Library Director Golden highlighted her written report and made some additions:

- ◆ The staff completed CPR/AED/Narcan training. Public Act 104-0056, addressing the Narcan Distribution Program, effective January 1, 2026, requires libraries open to the public to maintain a supply of opioid antagonists, train personnel present during operating hours, and administer Narcan in good faith in case of an overdose. The Director also participated in DuPage County Health Department Narcan Training.
- ◆ Circulation numbers continue to increase modestly, while digital use was staying strong.
- ◆ Planning for the Library's November fundraiser was progressing smoothly. All of the tables are sponsored, and only two tickets were still available.
- ◆ The Director thanked the Friends of the Library for their ongoing dedication and generosity. They were funding several youth services programs this fall/winter, including Little Sprinkles Creative Cupcakes, Fossil Fun with Trexplorers, and Guided Meditation with Soul Dance Vibrational Sound Therapy. The Friends were also running the 50/50 raffle for the Fall Fundraiser.
- ◆ The "Best of Lemont" Awards Banquet would take place on November 19th. The Library sent in its nomination.
- ◆ The Library's auditor, Lauterbach & Amen, LLP, completed its on-site visit. The Director received the first draft, and she expected the audit presentation to be on the November or December meeting agenda.
- ◆ The Library will partner with Keepataw Days, providing event organizers with copies and prints in exchange for sponsorship recognition.
- ◆ The Director is finalizing new templates for courtesy and bill notices, with the goal of implementing the updated system by early November.
- ◆ The following week, the Village of Lemont will hold a meeting of the Technical Review Committee regarding the application for a new residential subdivision.

7. Committee Reports

a. Technology

The committee did not meet this month.

b. Policy and Personnel

The committee met on October 14, 2025, prior to the regular meeting of the Board. Among the topics discussed were social media, censored versus protected speech, and what staff could be expected to monitor. There were twenty policies to review and compare to other libraries' benchmarks. The policy drafts should apply to all users of the Library's social media, both patrons and staff.

The Director researched parental leave policies (maternity and paternity, as well as the adoption of a child) at benchmark libraries. Almost all offer paid leave of six to eight weeks. The Board seemed amenable to offer similar benefits on the condition that, before taking leave, the employee signs an agreement to return to work for a minimum number of months after returning from leave. Further trustee input was sought.

c. Finance

d. Planning and Goals

e. Building and Grounds

The committees did not meet last month.

8. New Business

a. Proceed on TAW with Lemont Bank and Trust

There was a motion made by Trustee Skibinski and seconded by Trustee Sanders to issue a Tax Anticipation Warrant (TAW). 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.

b. Approve the Hire of Bond Counsel Chapman and Cutler for TAW

A motion was made by Trustee Burt-Nicholas and seconded by Trustee Miller to hire Chapman and Cutler LLP as bond counsel for the Tax Anticipation Warrant (TAW). 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.

c. Ordinance 26-03 Authorizing the Issuance of Taxable Tax Anticipation Warrants (TAW)

In anticipation of the collection of taxes levied for the year 2024 for public library and bond and interest purposes, Trustee Skibinski made a motion, seconded by Trustee Sanders, to adopt Ordinance 26-03 authorizing the issuance and sale of taxable tax anticipation warrants not to exceed \$923,025. 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.

d. Resolution 26-02 Estimate of Funds Needed

There was a motion made by Trustee Skibinski and seconded by Trustee Sanders to adopt Resolution 26-02 to estimate the funds needed for the 2025/26 Fiscal Year. 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.

e. Set Date for Truth in Taxation Hearing

The Board scheduled the Truth in Taxation hearing for November 11, 2025, at 6:45 p.m.

f. Snow Removal for Fiscal Year 2026

There was a motion made by Trustee Sanders and seconded by Trustee Grzesik-Duffy to authorize the Director to enter into an agreement with Hoppy/HLLM for snow removal for a period of one year, or for a period of two years if Hoppy locks in the rates: \$425 for 2-6 inches of snow plowed and \$675 for 7-10 inches of snow plowed. The trustees chose to sign a two-year agreement. 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.

g. Sebert Proposal for Landscaping Work

Sebert Landscaping Co. was contracted to remove and replace the dead tree and boxwood at the Library's front entrance.

9. Old Business

a. HVAC Upgrades

The Building and Grounds Committee was waiting to meet with the vendor.

10. Executive Session

There was no need to move into executive session.

11. Correspondence

- a. The Library received a resignation letter effective December 31, 2025, from Trustee Catherine Sanders. The Board will announce the vacancy and search for candidates to serve the remainder of her term.
- b. FOIA requests for the Library's working budget and audit were received from Databranch and Pat Foltz (on behalf of the Friends of the Library).

- c. Ms. Foltz also wrote complimenting Adult Services Librarian Maureen Fako on the Morbid History program and Adult Services Librarian John Tuzim, who introduced the banjo program, speaking at length about membership in Friends of the Library.

12. Adjournment

A motion was made by Trustee Sanders and seconded by Trustee Skibinski to adjourn the meeting at 7:54 p.m. A voice vote was taken. All said aye. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary