

**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**

November 11, 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, 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

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

4. Treasurer's Report

The Treasurer reported that the overdue tax bills for the second installment of 2024 Cook County taxes will be mailed on November 14th and due on December 15th. The Library would not need the full amount of the TAW loan because some tax revenue will be arriving sooner than foreseen. The Library currently has funds to cover the bond payment and interest as well as December payables. The Library will pay back the TAW as soon as the revenue is received from Cook County. A motion was made by Trustee Sanders and seconded by Trustee Miller to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$29,269.91
Savings Account	106.77
Illinois Funds	
Money Market e-pay	123,378.71
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,919.32
PMA	
Operating Account	510,293.07
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

There was a motion made by Trustee Camalliere and seconded by Trustee Skibinski, to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$ \$116,547.21. 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. Trustee Sanders made a motion, seconded by Trustee Skibinski to approve payment of bond principal and interest in the amount of

\$238,500. 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:

- ◆ Many passports were issued this month (112), contributing to revenues.
- ◆ The Library has sold out tickets for the November 14th fundraiser, and all tables are sponsored.
- ◆ The Friends held their Fall Book Sale November 7-9.
- ◆ The “Best of Lemont” Awards Banquet would take place on November 19th. The Library’s finance assistant, Carrie Drez, was selected as one of this year’s honorees, recognizing her contributions to both the Library and the Lemont community.
- ◆ The Director attended the Village’s Technical Review Committee meeting on October 21st to review a concept plan for a potential residential development referred to as *Copper Ridge West*.
- ◆ The Library received and reviewed the first draft of the FY2025 audit. Lauterbach & Amen, LLP, will present the final audit report to the Board at the December 8th meeting.

7. Committee Reports

a. Technology

The committee met on October 23, 2025, reviewed policies, and developed a rolling renewal schedule for computer warranty expirations.

b. Policy and Personnel

The committee met on November 10, 2025. Policies on circulation, the Code of Conduct, and room use will be ready for the next Board meeting. Members continued their work on social media policy and reviewed policies on volunteers and vulnerable adults. Legal input on retiring the pandemic response policy was forthcoming.

c. Finance

The committee did not meet last month.

d. Planning and Goals

The committee’s next meeting was scheduled for November 20, 2025.

e. Building and Grounds

The committee did not meet last month.

8. New Business

a. Ordinance FY26-04: Annual Tax Levy – Ordinance to Levy Taxes

There was a motion made by Trustee Burt-Nicholas and seconded by Trustee Miller to adopt Ordinance FY26-04: Annual Tax Levy – Ordinance to Levy Taxes in the aggregate sum of \$2,414,877 on taxable property within the corporate limits of the District. 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. Days Closed 2026

Two new closure days were added to the schedule: May 10th for Mother’s Day and June 21st for Father’s Day. Whereas all employees receive holiday pay, only employees scheduled to work

are paid for a closed day. A motion was made by Trustee Camalliere and seconded by Trustee Skibinski to approve the list of Library closed dates, January 1, 2026 – December 31, 2026. 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. Technology Contract Renewal Approvals

The Board discussed renewing its contract with managed IT provider Webit for a three-year term at a locked-in monthly rate of \$5,695.25. A vote will be deferred until the December meeting, since the Library was waiting to receive a rider addressing early termination terms. Trustee Camalliere asked whether PLC (Pinnacle Library Cooperative) could negotiate a rate with a managed IT provider and offer its member libraries managed IT services at a lower rate. The PLC Board declined to pursue group IT services when it discussed the matter in August 2024.

d. Policies: First Reading of the Parental Leave Policy

The latest draft of the policy provided that full-time and part-time Library staff members, who are employed for at least twelve months, would be eligible for paid maternity or paternity leave following the birth or adoption of a child, or the placement of a foster child. The Board discussed whether to set the maximum paid leave for six or eight weeks. The next draft of the policy would also include 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. The President asked the Board to review the draft and make recommendations.

e. Sponsorships and Giving – Feed 6 for NHS at Lemont High School

Lemont High School's National Honor Society (NHS) partners with the organization Feed 6 to hold the annual *Lemont v. Hunger* event on April 11, 2026. Volunteers will pack 135,000 meals to donate to local food pantries. Each meal costs thirty-seven cents. There was a motion made by Trustee Camalliere and seconded by Trustee Sanders to approve a donation of \$500 to the Lemont High School NHS and Feed 6 program. 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.

9. Old Business

a. HVAC Upgrades

The Building and Grounds Committee was still waiting for updates.

10. Executive Session

There was no need to move into executive session.

11. Correspondence

- a. The Director answered an email from a local library requesting information about starting a small food pantry similar to the one constructed as part of an Eagle Scout Project in 2021.
- b. A public zoning hearing for the planned construction of a new fire station near the library was taking place on December 3, 2025, at 6:30 p.m.

12. Adjournment

Trustee Skibinski made a motion, seconded by Trustee Camalliere, to adjourn the meeting at 8:01 p.m. A voice vote was taken. All said aye. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary