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 12, 2026

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

The Board President called the meeting to order at 7:00 p.m. The following trustees answered present: Laura Burt-Nicholas, Patricia Camalliere, Timothy Czuba, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, and Michaeline Skibinski. Library Director Mary Golden and Adult and Youth Services Librarian Justin Williams were also present.

2. **Public Comment**

There were no comments from the public.

3. **Approval of Minutes**

There was a motion made by Trustee Miller and seconded by Trustee Burt-Nicholas to approve the minutes of the special meeting on March 8, 2026. A voice vote was taken. All said aye. The motion passed. Trustee Skibinski made a motion, seconded by Trustee Czuba, to approve the minutes of the regular meeting of April 14, 2026, with a couple of corrections. A voice vote was taken. All said aye. The motion passed.

4. **Treasurer's Report**

The Treasurer reported that Cook County distributions continue. A motion was made by Trustee Camalliere and seconded by Trustee Grzesik-Duffy to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	$ 24,328.98
Savings Account	106.77
Illinois Funds	
Money Market e-pay	114,613.38
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	14,165.24
PMA	
Operating Account	1,567,748.88
LTD	-

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

5. **Payment of Bills**

A motion was made by Trustee Burt-Nicholas and seconded by Trustee Miller, to approve payment of total accounts payable, ACH payments, and payroll in the amount of $124,373.78. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Czuba, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski voted aye. There were no nays. The motion passed. Trustee Camalliere made a motion, seconded by Trustee Czuba, to approve payment of bond interest in the amount of $19,200. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Czuba, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski voted 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 library received about 97 percent of Cook County 2024 property taxes and was advised to anticipate distribution delays in 2025 property taxes again. School and library districts and other taxing bodies are coordinating accordingly and maintaining direct communication with Cook County offices on the funding situation.
      - The Director shared the overall take-away from the Public Library Association Conference in Minneapolis, MN, April 1-3: libraries can strengthen communities by connecting people, local knowledge, and partnerships and expand impact through shared community resources instead of reliance on new funding.
      - At the Staff In-Service Day on April 24, leadership development speaker Martina Mathisen conducted a presentation on communication and team dynamics. The staff found the training engaging and practical. Director Golden thanked the Friends of the Library for kindly providing breakfast that morning.
      - Summer learning program preparation was in full swing. Staff were able to secure donations of tickets from Brookfield Zoo and the Chicago Botanic Garden tickets with an estimated value of $5,000 to support summer learning incentives and family engagement.
      - The summer newsletter will be published on May 14. Patrons receive the newsletter via email, and copies were also available at the circulation desk.

      Trustee Camalliere ascertained that, among the member libraries of PLC (Pinnacle Library Cooperative), Lemont was the only library receiving a substantial portion of its income from Cook County.

      Adult Services Librarian Justin Williams is also Acting Manager of Youth Services. He reported that both departments were running smoothly, with team members cooperating to cover hours and weekends as needed. *Catch the Twain: The Musical* on April 22 and *Preschool Prom* on May 8 were very well attended. Managers met with a local scout leader about planting flowers on library grounds. A collaboration between the adult and youth services departments, *Chase the Storm,* on May 13 was filling up. *Managing Photos on Your iPhone or iPad* on May 19 was the result of patron suggestions. Dan Gogh would be bringing his *Red, White, and Blue Patriotic Show* to the Summer Learning Kickoff on June 6. Mr. Williams will check that the library's solar-powered smart tables in downtown Lemont were functioning well. Trustee Czuba said he had contacts at the Joliet Slammers Pro Baseball team in case the summer reading program had not yet received any prizes from them.

7. **Committee Reports**

   a. **Technology**
      The Technology Committee directly before the regular May 12, 2026 meeting to discuss printer/copier services, since the contract with Impact Networking was ending. Members reviewed the technology refresh schedule and the library's internet safety policy, which will be returned with comments to the Policy and Personnel Committee.

   b. **Policy and Personnel**
      The committee met directly before the May 12, 2026 regular meeting. Members, first, discussed rightsizing cost-of-living salary increases, then reviewed policies regarding charity containers, exam proctoring, notary, and concealed carry, finding them in need of no more than a few tweaks, which can be approved in-committee without a full board vote. Minor changes were also made to the Room Use, Social Media, and Circulation policies. The Finance and Building and Grounds Committees have yet to submit their comments and suggestions. Regarding the Code of Conduct policy, the library's lawyer recommended rephrasing the section on photographs, videos, or recordings on library grounds.

c. **Finance**
The committee met on May 6 at 5 p.m. to review the first working draft of the FY2027 operating budget. Provisions were made for HVAC and elevator maintenance. Having noted that the staff were overdue for a raise, the committee is recommending an overall salary increase of 4.5 percent, retroactive to the beginning of the calendar year, January 1, 2026. The timing should not be considered a precedent, nor should the amount be regarded as the future standard. Any future salary adjustment would be effective at the beginning of the fiscal year, which is July 1. Since the library was careful to be frugal, particularly due to the uncertain schedule of Cook County tax distributions, the Finance Committee deemed the bump-up affordable. The next meeting was scheduled for May 20 at 5:00 p.m.

d. **Planning and Goals**
The committee met on April 29 to review the committee responsibility and draft overview descriptions. Members agreed with the proposed language, adding only a list of responsibilities for inclusion in the next revision. The committee also reviewed the current Strategic Plan, including completed initiatives and remaining objectives. The committee agreed to draft a new strategic plan rather than to continue working on the existing one. Survey procedure, content, and membership were also discussed.

e. **Building and Grounds**
The committee did not meet last month. A walk-through will be scheduled for the following month.

8. **New Business**

a. **Board Meeting Dates for Fiscal Year 2027**
Regular board meetings will continue to take place on the second Tuesday of the month. There was a motion made by Trustee Czuba and seconded by Trustee Camalliere, to approve the 2027 board meeting schedule. A voice vote was taken. All said aye. The motion passed.

b. **Adopt Fiscal Year 2027 Financial Ordinance Calendar**
The trustees will review the spreadsheet for a vote next month.

c. **Operating Budget Fiscal Year 2027 First Review**
The draft accounted for the contingencies of HVAC and elevator maintenance. The HVAC system is original to the 1997 building and was not replaced during the 2016 renovations to the library. The President asked the trustees to study the budget for the next meeting.

d. **Policy - Code of Conduct**
A motion was made by Trustee Camalliere and seconded by Trustee Miller, to approve the Code of Conduct Policy as amended to include language on not photographing, filming, or recording subjects without their permission. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Czuba, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski voted aye. There were no nays. The motion passed.

9. **Old Business**

a. **HVAC Updates**
HVAC was discussed under 7. c. Finance Committee and 8. c. Operating Budget Fiscal Year 2027 First Review.

b. **Wages and Salaries**
The Finance Committee reviewed the general three percent wage increase proposed in April by the Policy and Personnel Committee and decided to recommend a 4.5 percent staff salary adjustment. The total annual impact would be $45,239, including payroll taxes and retirement contributions. Admittedly conservative regarding the library's spending, the chair of the Finance Committee, Trustee Skibinski, stated that the library can afford the raise. The 2026 budget assumed a three percent increase and, since implementation was delayed by four months, personnel costs tracked below budget.

Both committees agreed that the raise should be retroactive to January 1, 2026 and would apply only to current employees.

Chair of the Policy and Personnel Committee, Trustee Camalliere, maintained that the raise should remain three percent because it was consistent with benchmark libraries. Furthermore, she was concerned that the board would already be contemplating another salary increase in a mere half-year, at the start of calendar year 2027. Finance Committee Chair Skibinski assured her that was not the case. The Finance Committee recommended that, in the future, raises be implemented at the beginning of the fiscal year, July 1.

Chair Camalliere asked whether any amount over three percent should not, instead, be paid as a one-time bonus and not added to the base salary. The difference between a 3% and a 4.5% increase was slightly over $15,000. Chair Skibinski mentioned that the latest figures for benchmark libraries showed six to seven percent staff compensation increases. In addition, the increase would raise employee morale.

Trustee Skibinski made a motion, seconded by Trustee Burt-Nicholas, to approve a 4.5% salary increase for current employees, retroactive to January 1, 2026, payable in May. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Czuba, Grzesik-Duffy, Kirvelaitis, Miller, and Skibinski voted aye. There were no nays. The motion passed.

10. Executive Session

11. Open Session

There was no need to move into executive session.

12. Correspondence

- A non-resident member of the community sent a letter regarding non-resident fees. According to a 2022 Illinois State law expansion of the "Cards for Kids Act", the Library can choose to waive the fee for all non-resident minors. Since the board will be voting on fiscal year 2027 non-resident fee, the letter will be included in next month's board packet.
- At the reference desk, Adult/Youth Services Manager Williams shared his love for the "Lord of the Rings" trilogy with a like-minded patron, who sent him a LotR-inspired poster, thanking him for his service and kindness.

13. Adjournment

A motion was made by Trustee Skibinski and seconded by Trustee Miller, to adjourn the meeting at 8:07 p.m. A voice vote was taken. All said aye. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary