

**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 LEARNING CENTER  
50 EAST WEND STREET, LEMONT, ILLINOIS**

**April 11, 2023**

**I. Call to Order and Roll Call**

Board Secretary Catherine Sanders called the meeting to order at 6:25 p.m. The following trustees answered present: Thomas Burton, Jr., Tom Culcasi, Renee Pravdik, Catherine Sanders and Michaeline Skibinski. Library Director Heather Shlah, Assistant Director Mary Golden, and Outreach Manager Shannon Kazmierczak also attended the meeting.

**II. Pledge of Allegiance**

**III. Presentation of Audit for Fiscal Year Ended June 30, 2022, via Zoom**

Managing Auditor Courtney Mohr of Lauterback & Amen, LLP presented the Library audit and took trustee questions via Zoom.

*Trustees Patricia Camalliere and Vytenis Kirvelaitis.*

**IV. Public Participation**

Sal Colello of the U.S. Coast Guard Auxiliary wanted to thank the Library for displaying information on its boat safety program. A certificate of appreciation was presented to the Board as a token of gratitude. Laura Burt-Nicholas thanked the Library for allowing her Girl scout troop to hold its Easter basket drive in the lobby.

**V. Approval of Minutes**

Trustee Camalliere made a motion, seconded by Trustee Burton, to approve the minutes of the regular meeting of March 14, 2023, with a correction to the Treasurer's report (the tax distribution was received from *both* Cook and DuPage counties). A voice vote was taken. All voted aye. The motion passed. A motion was made by Trustee Burton, seconded by Trustee Culcasi, to approve the minutes of the executive session of March 14, 2023. A voice vote was taken. All voted aye. The motion passed. Trustee Culcasi made a motion, seconded by Trustee Skibinski, to approve the minutes of the regular meeting of February 21, 2023. A voice vote was taken. All voted aye. The motion passed.

**VI. Treasurer's Report**

Treasurer Skibinski reported that the Library had received nearly \$450,000 from the Spring 2022 tax distribution. The collection was mostly from Cook County. Other income had also increased, particularly passport fees, which were nearly \$4,000 higher than the previous month. A motion was made by Trustee Camalliere and seconded by Trustee Burton to approve the Treasurer's report as submitted:

March 31, 2023

Chase Bank	
Checking Account	\$227,668.11
Savings Account	106.77
Illinois Funds	
Money Market e-pay	17,523.85
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	11,155.23
PMA Operating Account	398,649.45

A roll call was taken. Trustees Burton, Camalliere, Culcasi, Kirvelaitis, Pravdik, Sanders and Skibinski voted aye. There were no nays. The motion passed.

#### **VII. Approval of Bills**

A motion was made by Trustee Burton and seconded by Trustee Culcasi, to approve payment of total accounts payable, ACH payments and payroll for the period of March 15, 2023 to April 11, 2023 in the amount of \$202,313.24. A roll call was taken. Trustees Burton, Camalliere, Culcasi, Pravdik, Sanders and Skibinski voted aye. Trustee Kirvelaitis said aye, except for bills related to the Lithuanian Archives Project (LAP), where he abstained.

Trustee Sanders inquired about the work being done by the Lithuanian Archives Project (LAP). She requested an estimate of the number of hours remaining until the project was finished. The Director said that the project bills included in this month's payables were current. Director Shlah recommended that LAP (Audra Adomenas and the interns) be retained for a new project: Lemont High School had sent the Library its entire collection of yearbooks. Ms. Adomenas had also conducted interviews for an exhibit on the Library and local history. Trustee Sanders proposed that work on new projects be halted until Ms. Adomenas presented the results of her content digitization project.

#### **VIII. Reports**

##### **A. President**

The President reminded the trustees—even the two members leaving the Board—to submit their Statements of Economic Interest.

##### **B. Library Director**

The Director submitted her monthly written report. She mentioned that Youth Services Librarian Jazmin Wilson conducted a presentation on her trip to Burundi for the Lemont-Homer Glen Rotary Club. On May 9<sup>th</sup>, Trustee Camalliere will also be speaking at a Rotary meeting about her books and the role of local history in them.

##### **C. Attorney**

No report.

## D. Committees

### 1. Technology

Trustee Culcasi said the committee was researching more affordable options to the current model of IT management, which was not sustainable. The Library was speaking with four IT vendors. The committee also considered sharing a service with local governmental bodies or hiring a part-time in-house expert.

### 2. Policy and Personnel

The committee meeting was postponed.

### 3. Finance

The first tax increment financing reimbursement was due April 1st. Shortly, the committee will begin compiling figures for the working budget.

### 4. Planning and Goals

The committee met on March 21st. Trustee Culcasi was looking into installing a charging station for electric cars in the parking lot. Members also investigated installing an affordable, expandable free-standing donor wall in the lobby. Due to the generosity of patrons, the lobby had run out of wall space. The Director was writing a construction grant for the proposed children's patio. The committee will not be meeting in April.

### 5. Building and Grounds

The Committee did not meet this month. An issue would be addressed under *Old Business*. The Director would meet with an architect for a rendering of the potential expansion of the children's patio.

## IX. New Business

### A. Materials Challenge Policy

No action.

## X. Old Business

### A. Adopt "A Library for Everyone" Policy

Action was deferred. The Director will send an amended version.

### B. Adopt Naming and Sponsorship Policy

Action was deferred. The Director will send an amended version.

### C. Elevator Repair

Action was deferred until cash flow improved. The committee recommended removing the item from the agenda for the time being.

### D. HVAC Software Purchase

Action was deferred because of cash flow. The committee recommended removing the item from the agenda for the time being.

**XI. Executive Session**

A demand letter was not issued, as the Library attorney recommended a firm specializing in litigation should be consulted instead.

**XII. Correspondence**

- A complaint had been received from a Library resident card holder about a tutor and student who he said were disturbing him.
- The patron, who had requested that the Library remove an LGBTQ book from its shelves, was advised that the Library Board had denied her request. The patron expressed her disappointment.
- The patron, who had suggested installing soft, indirect lighting in the Library's atrium, was advised that a lighting consultant had determined that the lighting could not be improved, and that replacement would be expensive and increase electrical costs. The patron understood the situation.
- The results of the municipal elections had not yet been certified. New trustees would be sworn in at the regular May meeting.

**XIII. Adjournment**

Trustee Burton made a motion, seconded by Trustee Culcasi, to adjourn the meeting at 7:47 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis  
Recording Secretary