

**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**

August 15, 2023

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, and Michaeline Skibinski. Trustees Renee Miller and Catherine Sanders were absent. Acting Library Director Mary Golden, Outreach Manager Shannon Kazmierczak; and Gil Nicoll and Maureen Fako from Adult Services, new Financial Assistant Carrie Drez, and Elaine Savage, a potential member for the Decennial Committee on Local Government Efficiency, also attended the meeting.

2. Public Comments

There were no comments from the public.

3. Approval of Minutes

A motion was made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to approve the minutes of the regular meeting of July 11, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

4. Treasurer's Report

Trustee Skibinski reported that no tax monies had been received from Cook County in the past month. Cook County would not be sending tax bills for the 2022 tax year until November. The Finance Committee recommended authorizing a TAW. Action on the tax anticipation warrant was deferred to New Business (agenda item 8). There was a motion made by Trustee Camalliere and seconded by Trustee Grzesik-Duffy to approve the Treasurer's report as submitted:

July 31, 2023	
Chase Bank	
Checking Account	\$126,190.40
Savings Account	106.77
Illinois Funds	
Money Market e-pay	26,683.05
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	11,347.20
PMA Operating Account	331,666.70

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

5. Payment of Bills

There was a motion made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to approve payment of total accounts payable, ACH payments and payroll for the period of July 12, 2023 to August 15, 2023 in the amount of \$159,278.64. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, and Skibinski said aye. Trustees Miller and Sanders were absent.

There were no nays. The motion passed.

6. Reports

a. Board President

- ◆ No Report

b. Acting Library Director

Acting Library Director Golden highlighted portions of her written report:

- ◆ She introduced new Financial Assistant Carrie Drev.
- ◆ She had met with Trustee Skibinski to discuss what materials to prepare for the Decennial Committee in Local Government Efficiency. The Policy and Personnel Committee would also be playing a prominent role in laying the groundwork.
- ◆ Action on adopting Resolution 24-02, the ALA (American Library Association) Library Bill of Rights, in accordance with P.A. 103-0100, would be deferred until the full Board was present.

7. Committee Reports

a. Technology

b. Policy and Personnel

c. Finance

d. Planning and Goals

e. Building and Grounds

No reports.

8. New Business

a. TAW with Lemont Bank and Trust

The President reported that Cook County was once again late in releasing tax bills. The County was expected to make second-installment property tax bills for Tax Year 2022 available to property owners by November 1, 2023, with a due date of December 1, 2023. A TAW (Tax Anticipation Warrant) was frequently issued by local government units to cover deficits arising due to the timing mismatch between the receipt of property tax and its ongoing expenditures. A short-term TAW would enable the Library to borrow to meet its cash flow needs. Once the Library received the tax revenues from Cook County, the TAW would be retired.

Trustee Grzesik-Duffy did not understand why the Library needed to borrow money. Were there insufficient funds in reserve? The President explained that there were funds in reserve, but it was sounder fiscal policy not to touch them and to add to them, when able, unless there was no alternative. In addition, taxes are normally collected and received on time. Vice President Camalliere observed that, since she has been on the Board, this year and the last year were the only times the Library was put in this position.

The ways to prepare for a similar situation in the future are mostly undesirable. Of course, the Library could apply for more grants and fundraise more, but these actions alone would not suffice. Cost reductions would have to be made by cutting in key areas including material acquisition, the number of programs offered, and charging more for various services such as room rental.

Trustee Skibinski made a motion, seconded by Trustee Camalliere, to authorize the Acting Director to pursue a TAW (Tax Anticipation Warrant) with Lemont Bank and Trust for an amount not to exceed \$712,000. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, and Skibinski said aye. Trustees Miller and Sanders were absent. There were no nays. The motion passed.

b. Hire of Bond Counsel Chapman and Cutler LLP for TAW

Trustee Camalliere made a motion, seconded by Trustee Burt-Nicholas, to approve the appointment of the law firm Chapman and Cutler LLP of Chicago as bond counsel. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, and Skibinski said aye. Trustees Miller and Sanders were absent. There were no nays. The motion passed.

c. Ordinance FY24-02 Authorizing the Issuance of Taxable TAW

There was a motion made by Trustee Skibinski and seconded by Trustee Grzesik-Duffy to authorize the issuance of a taxable TAW, in anticipation of collection of taxes levied for the year 2022 for various purposes and authorize the sale of said warrants to the purchaser thereof. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, and Skibinski said aye. Trustees Miller and Sanders were absent. There were no nays. The motion passed.

9. Old Business**a. Keepataw Parade Update**

Outreach Manager Shannon Kazmierczak reported on plans for participation in the annual Keepataw Parade. Library bags were ordered for giveaways. The cost of the bags was generously covered by a donation. A vehicle was secured, and the Library confirmed its place in the parade line-up.

10. Executive Session

There was no need to move into executive session.

11. Correspondence

Trustee Sanders thanked the Board for the flower arrangement sent after her surgery.

12. Adjournment

There was a motion made by Trustee Skibinski and seconded by Trustee Grzesik-Duffy to adjourn the meeting at 7:54 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary