

**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**

**September 12, 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, Renee Miller, and Catherine Sanders. Trustee Michaeline Skibinski was absent. Acting Library Director Mary Golden, Outreach Manager Shannon Kazmierczak; and Adult Services Librarian Justin Williams.

**2. Public Comments**

There were no comments from the public.

**3. Approval of Minutes**

Trustee Camalliere made a motion, seconded by Trustee Burt-Nicholas, to approve the minutes of the regular meeting of August 15, 2023. A voice vote was taken. All said aye. There were no nays. The motion passed.

**4. Treasurer’s Report**

A motion was made by Trustee Sanders and seconded by Trustee Grzesik-Duffy to approve the Treasurer’s report as submitted:

August 31, 2023

Chase Bank	
Checking Account	\$102,983.54
Savings Account	106.77
Illinois Funds	
Money Market e-pay	30,522.81
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	11,399.77
PMA	
Operating Account	71,491.67
LTD	204,720.00

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

**5. Payment of Bills**

There was a motion made by Trustee Sanders and seconded by Trustee Miller to approve payment of total accounts payable, ACH payments, and payroll for the period of August 16, 2023 to September 12, 2023 in the amount of \$156,293.22. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders said aye. Trustee Skibinski was absent. There were no nays. The motion passed.

## 6. Reports

### a. Board President

The meeting of the Decennial Committee on Local Government Efficiency was postponed to November. The President thanked the staff and Trustee Miller for arranging for the Library's participation in Lemont's Labor Day parade. Despite the heat, turnout was good, and the Library received a lot of positive feedback.

### b. Acting Library Director

Acting Library Director Golden alluded to the reports filed by Library departments and highlighted portions of her written report:

- ◆ She completed and submitted the IPLAR (Illinois Public Library Annual Report) and included some interesting data in the Board packets.
- ◆ The PLC (Pinnacle Library Consortium) Governors Board meeting was held on September 8<sup>th</sup>. Among the topics of discussion were hold fulfillment and delivery and applying for a grant to support an off-site storage facility for member libraries.
- ◆ She met with Trustee Skibinski to discuss which 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 for this committee's work.
- ◆ The elevator did not pass Phase II inspection in August. Colley Elevator Company would return to diagnose the problem.
- ◆ The Library's annual audit would begin September 13<sup>th</sup>.
- ◆ The TAW (Tax Anticipation Warrant) would be signed on September 19<sup>th</sup>, upon Treasurer Skibinski's return from a trip.

## 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. Secretary Certification of Minutes

Board Secretary Sanders certified the minutes for the last fiscal year ending June 30, 2023.

### b. Budget and Appropriation Ordinance

Trustee Miller made a motion, seconded by Trustee Sanders, to adopt Budget and Appropriation Ordinance 24-03. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders said aye. Trustee Skibinski was absent. There were no nays. The motion passed.

### c. Resolution 24-03 to pay Obligation Bonds, 2015 Series

There was a motion made by Trustee Burt-Nicholas and seconded by Trustee Miller to authorize the payment of obligation bonds, Series 2015. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders said aye. Trustee Skibinski was absent. There were no nays. The motion passed.

## 9. Correspondence

## 10. Executive Session

A motion was made by Trustee Miller and seconded by Trustee Sanders to move into executive session to discuss personnel matters. A roll call was taken. Trustees Burt-Nicholas, Camalliere,

Grzesik-Duffy, Kirvelaitis, Miller, and Sanders said aye. Trustee Skibinski was absent. There were no nays. The motion passed.

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Upon returning from executive session, Trustee Camalliere made a motion, seconded by Trustee Sanders, to accept the resignation of Library Director Heather Shlah, effective November 1, 2023. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders said aye. Trustee Skibinski was absent. There were no nays. The motion passed.

#### **11. Adjournment**

There was a motion made by Trustee Sanders and seconded by Trustee Miller to adjourn the meeting at 7:43 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis  
Recording Secretary