

**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 12, 2022

I. Call to Order and Roll Call

President Kirvelaitis called the meeting to order at 7:07 p.m. The following trustees answered present: Thomas Burton, Jr., Patricia Camalliere, Tom Culcasi, Vytenis Kirvelaitis, Renee Pravdik, Catherine Sanders and Michaeline Skibinski. Library Director Heather Shlah also attended the meeting.

II. Pledge of Allegiance

III. Approval of Minutes

A motion was made by Trustee Skibinski and seconded by Trustee Culcasi to approve the minutes of the regular meeting of March 8, 2022. A voice vote was taken. All voted aye. There were no nays. The motion passed.

IV. Treasurer's Report

Treasurer Skibinski reported that the Library had received \$760,000 in spring 2022 tax collections from Cook and DuPage counties. Trustee Burton made a motion, seconded by Trustee Culcasi, to approve the treasurer's report as submitted:

Chase Bank	
Checking Account	\$247,682.41
Savings Account	106.77
Illinois Funds	
Money Market e-pay	74,488.86
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	260,568.59
CD – Matures 8/24/22	107,445.40
PMA Operating Account	760,799.97

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

V. Approval of Bills

There was a motion made by Trustee Skibinski, seconded by Trustee Burton, to approve payment of bills for the period of February 8, 2022 through April 12, 2022 in the amount of \$217,128.86. 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. There were no nays. The motion passed.

VI. Public Participation

There were no comments from the public.

VII. Reports**A. President**

Statements of Economic Interest had been sent out from Cook County, but many trustees said they did not receive a letter with their filing key. Trustee Pravdik found hers in spam and advised everyone to check their spam. The President urged the trustees to complete the ethics form online, as it was due May 1st. The State amended and clarified filing requirements and raised some thresholds for disclosures.

B. Library Director

Director Shlah referred to her written report and supplemented it. The Library's relationship with Impact IT had been very productive. There were many staffing changes: some cherished employees moved on to other opportunities and promotions elsewhere. Two key positions were on unpaid leave. She was looking forward to welcoming four new hires to the Library team. The Technology and Finance Committees would be holding a joint meeting to examine documents related to the former IT contractor.

C. Attorney

No report.

D. Committees**1. Finance**

The committee would be meeting with the Technology Committee next month.

2. Building and Grounds

Chair Burton reported that the dead trees had been efficiently removed, but the trucks sunk into the lawn, so Sebert Landscaping would resod that area. The handicapped parking sign had been knocked down and repaired.

3. Policy and Personnel

The committee did not meet the past month. Chair Camalliere confirmed that some of the employee manual had been lost due to recent technological difficulties. The committee was searching for the most recent hard-copy versions of the manual, and Assistant Director Snyder saved the latest work to a flash drive. The committee was also working on changes to employee health insurance.

4. Planning and Goals

Chair Sanders said the committee would next meet on April 21st.

5. Technology

Chair Culcasi met with Impact IT once per week. Everything seemed to be going smoothly.

VIII. New Business**A. Work From Home Policy**

The trustees would study the distributed draft of the Work From Home Policy and discuss it the following month. The ability to work remotely depended entirely on the requirements of the job. Workers would be eligible for workers compensation if they were working from home, but it would only apply to regular work hours.

IX. Old Business**A. The Library's 80th Birthday Celebration Funding for Parade Float**

Committee Chair Pravdik investigated renting a float for the annual Lemont Keepataw Day Parade, taking place the Sunday of Labor Day weekend, September 4th, starting 1 p.m. She suggested a birthday cake, which offered many options, including customization. Trustee Burton suggested adding a book icon or a shelved book. The cost was \$1,100 and included the driver. A 50% deposit was required. Trustee Sanders made a motion, seconded by Trustee Culcasi, to approve payment of a deposit for the float for an amount not to exceed \$700. Trustees Burton, Camalliere, Culcasi, Kirvelaitis, Pravdik, Sanders and Skibinski voted aye. There were no nays. The motion passed.

X. Communications / Correspondence

The Lemont-Homer Glen Rotary was holding a "Cheers for Charity" Wine Tasting event, benefitting the local high school, on April 28th at the Tap House Grill.

XI. Executive Session

There was no need to move into executive session.

XII. Adjournment

A motion was made by Trustee Burton, which was seconded by Trustee Culcasi, to adjourn the meeting at 8:14 p.m. All voted aye. There were no nays. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis
Recording Secretary