

**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 MEETING ROOM  
50 EAST WEND STREET, LEMONT, ILLINOIS**

**June 14, 2016**

**I. Call to Order**

President Vytenis Kirvelaitis called the meeting to order at 7:02 p.m.

**II. Pledge of Allegiance**

**III. Roll Call**

The following trustees answered present: Thomas Burton, Jr., Patricia Camalliere, Tom Culcasi, Christine Hogan and Vytenis Kirvelaitis. Trustees Catherine Sanders and Michaeline Skibinski were absent. Library Director Sandra Pointon also attended.

**IV. Approval of Minutes**

There was a motion made by Trustee Hogan and seconded by Trustee Camalliere to approve the minutes of the regular meeting of May 10, 2016. Voice vote: all ayes, no nays. The motion passed.

**V. Treasurer's Report**

A motion was made by Trustee Burton and seconded by Trustee Culcasi to approve the treasurer's report as submitted:

Illinois National Bank	
e-Pay	\$ 1,000.00
Illinois Funds	
Money Market e-Pay	2,609.42
Money Market	173.34
MB Financial Bank	
Operating Pud Loc	586,424.40
Marquette Bank	
Money Market	249,606.15
Lemont Bank and Trust	
Expense Account	1,561.28
Money Market	5,077.60
Operating Account	48,284.20
Renovation Project	
MB Financial Bank	
Renovation Pud Loc	584,287.06

A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, no nays, Trustees Sanders and Skibinski—absent. The motion passed.

Trustee Culcasi made a motion, seconded by Trustee Camalliere, to authorize Director Pointon and Treasurer Skibinski to transfer the Library's primary banking accounts (money market, operating, checking) from Lemont Bank and Trust to MB Financial Bank. A roll call was taken: Trustees Burton,

Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, no nays, Trustees Sanders and Skibinski—absent. The motion passed.

#### **VI. Approval of Bills**

There was a motion made by Trustee Hogan and seconded by Trustee Camalliere to approve payment of bills in the amount of \$69,732.97. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, no nays, Trustees Sanders and Skibinski—absent. The motion passed.

Trustee Burton moved to approve renovation project payables in the amount of \$201,875.91. Trustee Hogan seconded the motion. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, no nays, Trustees Sanders and Skibinski—absent. The motion passed.

#### **VII. Public Participation**

No one other than the trustees attended the meeting.

#### **VIII. Reports**

- A. President**
- B. Library Director**
- C. Attorney**
- D. Committees**
  - 1. Finance**
  - 2. Building and Grounds**
  - 3. Policy and Personnel**
  - 4. Planning and Goals**
  - 5. Technology**

No reports, other than the Director’s monthly written report, were submitted. The Library had experienced periodic power outages over the day, which interfered with preparations for the meeting.

#### **IX. Old Business**

##### **A. Renovation Project Update**

The celebratory Ribbon Cutting Ceremony on May 9<sup>th</sup> was well attended. Some renovation-related expenses would carry over into the 2016-2017 fiscal year, as a few issues on the final punch list were still being addressed.

##### **B. Room Use Policy and Fee Schedule—Second Reading**

##### **C. Working Budget Fiscal Year 2016-2017**

The trustees decided to hold an additional Board meeting on Wednesday, June 29, 2016 at 7:00 p.m. to approve the working budget, room use policy and additional payables as well as discuss other pertinent issues.

#### **X. New Business**

##### **A. Consideration of Sponsorship, Platinum Level**

Deferred to June 29<sup>th</sup> meeting.

##### **B. Revisions to Wage Ranges and Grades**

Trustee Camalliere made a motion, seconded by Trustee Hogan, to approve the Wage Ranges and Grades as submitted. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, no nays, Trustees Sanders and Skibinski—absent. The motion carried.

**C. Approval of Fund Balance Transfers for Fiscal Year 2015/2016**

A motion was made by Trustee Culcasi and seconded by Trustee Burton to approve a journal entry in the fund balance report, transferring \$175,000 from the Corporate Fund to three other funds as follows: \$44,000 to Equipment/Maintenance, \$11,000 to Retirement (IMRF) and \$120,000 to Capital Projects. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, Trustees Sanders and Skibinski—absent. No trustee voted nay. The motion carried.

**D. Equipment and Maintenance Ordinance No. 2015/16-03**

Ordinance No. 2015/2016-03 declared the Library District’s intention to levy an additional tax of .02 percent of the value of all taxable property for the purchase of equipment and for its maintenance, pursuant to 75 ILCS 16/35-5(b) of the Illinois Public Library District Act. There was a motion made by Trustee Burton and seconded by Trustee Hogan to adopt the Ordinance. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, Trustees Sanders and Skibinski—absent. No trustee voted nay. The motion carried.

**E. Board Meeting Date Ordinance No. 2015/16-04**

Trustee Culcasi moved and Trustee Hogan seconded the motion to adopt Ordinance 2015/2016-04, establishing the Board’s regular meeting schedule for fiscal year 2016-2017 as the second Tuesday of every month at 7:00 p.m., with the exception of November, when the meeting would be convened on Monday, November 7, 2016. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan and Kirvelaitis—ayes, Trustees Sanders and Skibinski—absent. No trustee voted nay. The motion carried.

**F. Set Date for Budget and Appropriation Hearing**

The Board decided to hold the Budget and Appropriation Hearing on Tuesday, August 9, 2016 at 6:45 p.m., before the regularly scheduled monthly meeting.

**XI. Communications / Correspondence**

The Lemont Park District Board invited Library trustees to its hospitality tent on July 3<sup>rd</sup>, 6:00-8:00 p.m. to celebrate both Independence Day and the Park District’s 50<sup>th</sup> anniversary.

**XII. Executive Session**

There was no need to move into executive session.

**XIII. Adjournment**

A motion was made by Trustee Burton and seconded by Trustee Culcasi to adjourn the meeting at 7:28 p.m. A voice vote was taken: all voted aye, none nay. The motion was passed, and the meeting adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis