

**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**

**April 11, 2017**

**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, Vytenis Kirvelaitis, Catherine Sanders and Michaeline Skibinski. Library Director Sandra Pointon also attended.

**IV. Approval of Minutes**

A motion was made by Trustee Hogan and seconded by Trustee Camalliere to approve the minutes of the regular meeting of March 14, 2017. Voice vote: all ayes, no nays. The motion passed.

**V. Treasurer's Report**

Trustee Culcasi made a motion, seconded by Trustee Burton, to approve the treasurer's report as submitted:

Illinois National Bank		
e-Pay	\$	1,000.00
Illinois Funds		
Money Market e-Pay		10,988.45
MB Financial Bank		
Operating Pud Loc		704,276.09
Checking Account		49,871.63
Bill Pay Account		12,567.20
Expense Account		985.34
Marquette Bank		
Money Market		249,970.59
Renovation Project		
MB Financial Bank		
Renovation Pud Loc		56,768.57

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

**VI. Approval of Bills**

There was a motion made by Trustee Hogan and seconded by Trustee Sanders to approve payment of bills in the amount of \$39,285.38. Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion passed. Another motion was made by Trustee Hogan and seconded

by Trustee Culcasi to approve payment of renovation bills in the amount of \$6,905.26. Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion passed.

**VII. Public Participation**

There were no comments from the public.

**VIII. Reports**

**A. President**

The President reminded the trustees to complete their Statements of Economic Interest with Cook County Ethics Filing Division by the May 1<sup>st</sup> filing deadline. He also requested each board member to consider pledging a donation to the Library sponsorship program.

**B. Library Director**

The Director had submitted her monthly report and would comment as needed throughout the agenda.

**C. Attorney**

No report.

**D. Committees**

**1. Finance**

The committee would be meeting within the month to work on the Fiscal Year 2017-2018 Working Budget.

**2. Building and Grounds**

Trustee Culcasi and Director Pointon would be meeting with the Lemont Junior Women's Club to discuss potential projects they could help support.

**3. Policy and Personnel**

No report.

**4. Planning and Goals**

The Committee met on April 6<sup>th</sup> to review the Library's 2016-2017 plan. Chairman Sanders was pleased to report that many of last year's goals had been met. The Committee sought input from the trustees and the Director for the 2017-2018 plan.

**5. Technology**

The Committee will be meeting in May to discuss proposed technology upgrades for FY2017-2017. Potential projects include replacing the five year old public computers, and adding more wireless access points.

**IX. Old Business**

**A. Renovation Project Update**

The cause of the bubbling of the floor in the children's activity room was determined and would be resolved in early May. The Library was still holding payment to the roofing company, awaiting warranty documentation. The roofing materials did hold up well during recent storms.

**X. New Business**

**A. Audit Services, Fiscal Year 2016-2017**

Kenneth Jaszczak, the Library's longtime auditor, retired. Proposals were solicited from two accounting firms recommended by fellow Pinnacle libraries, Brian Zabel & Associates, PC and Lauterback & Amen, LLP.

**B. Working Budget, Fiscal Year 2017-2018**

At its next meeting, the Finance Committee would set the timeline and parameters for the working budget; review funding for capital improvements (particularly repair to and maintenance of equipment existing prior to the renovation); and discuss tax revenues. The Director reported that a Per Capita and Equalization Grant of \$16,000 had been awarded to the Library, but she did not expect to receive it before the end of the fiscal year. Otherwise, with a half-million dollars currently in reserves, the Library was on good financial footing.

**XI. Communications / Correspondence**

The Board was invited to attend a farewell reception for outgoing Lemont Mayor Brian Reaves, which would be held at Ruffled Feathers on April 21<sup>st</sup>.

**XII. Executive Session**

There was no need to move into executive session.

**XIII. Adjournment**

A motion was made by Trustee Culcasi and seconded by Trustee Burton to adjourn the meeting at 7:34 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis