

**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**

February 14, 2017

I. Call to Order

President Vytenis Kirvelaitis called the meeting to order at 7:05 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

Trustee Camalliere made a motion, seconded by Trustee Skibinski, to approve the minutes of the regular meeting of January 10, 2017. Voice vote: all ayes, no nays. The motion passed.

V. Treasurer's Report

A motion was made by Trustee Culcasi and 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		8,075.99
MB Financial Bank		
Operating Pud Loc		56,521.82
Checking Account		136,907.58
Bill Pay Account		10,708.03
Expense Account		1,521.70
Marquette Bank		
Money Market		249,859.67
Renovation Project		
MB Financial Bank		
Renovation Pud Loc		113,828.33

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 Burton and seconded by Trustee Hogan to approve payment of bills in the amount of \$68,695.49. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion was passed.

VII. Public Participation

There were no comments from the public.

VIII. Reports

A. President

President Kirvelaitis requested those gathered to stand for a moment of silence to honor the memory of Rose Yates, retired assistant for the Village of Lemont, former recording secretary for the Lemont Public Library District and honored in 2002 as Lemont Citizen of the Year for her countless volunteer hours at community events. Trustee Camalliere made a motion, seconded by Trustee Hogan, to inscribe Ms. Yates name on the building's commemorative plaque. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion was passed. Ms. Yates's family would be invited to the presentation.

B. Library Director

The Director supplemented her monthly written report:

- The Library had advertised to fill the position of part-time IT Manager for the past month without finding any suitable candidates. The Director would check with neighboring libraries and municipal agencies for suggestions.
- The first anniversary of the Library renovation would be celebrated with the unveiling of donor plaques during A Night at the Library: An Adult After-Hours Murder Mystery on May 6th at 6:30 p.m.

C. Attorney

An attorney for the renovation roofing company contacted the Library about final payment. The check was being held until the roofers submitted final paperwork to the construction manager (Frederick Quinn Corporation). The Director was also waiting for the roofing materials warranty.

D. Committees

1. Finance

No report.

2. Building and Grounds

Chairman Burton reported that Director Pointon had covered most of the building and grounds activity in her monthly report. Trustee Culcasi described the new recognition wall, which would be mounted on the northwest wall of the lobby, under the inscription "Building for the Future". New plaques for donors who had contributed before the renovation would be installed, and recent donors would be honored with bronze, silver, gold or platinum level plaques.

3. Policy and Personnel

4. Planning and Goals

5. Technology

No reports.

IX. Old Business

A. Renovation Project Update

The audio-visual issues had been resolved, and the Board had just voted to pay the remainder of the contract invoice.

X. New Business

A. Updates to Circulation Policy—First Reading

The Policy and Personnel Committee would review proposed revisions. The maximum charges for overdue, lost or damaged materials might be adjusted, if perceived as high in comparison to

other libraries. Minor changes included replacement of references to video cassettes with Blu-ray discs.

B. Updates to Personnel Policy—First Reading

The President advised the Policy and Personnel Committee to focus only on changes needed to comply with a new Illinois state law, effective January 1, 2017. The Employee Sick Leave Act (PA 99-0841) requires Illinois employers, who provide personal sick leave benefits to their employees, to allow employees to take such leave for absences due to the illness, injury, or medical appointment of the employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

XI. Communications / Correspondence

The Director was accepting RSVPs to the annual State of the Village Address on March 2nd at 11 a.m., at Crystal Grand Banquets.

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 7:55 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis