

**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**

July 11, 2017

I. Call to Order

President Vytenis Kirvelaitis called the meeting to order at 7:06 p.m.

II. Pledge of Allegiance

III. Roll Call

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

IV. Approval of Minutes

There was a motion made by Trustee Culcasi, seconded by Trustee Sanders, to approve the minutes of the regular meeting of June 13, 2017. Voice vote: all ayes, no nays. The motion passed.

V. Treasurer’s Report

A correction of \$18,000 to Cook County’s property tax distribution had just been received. A motion was made by Trustee Burton made a motion and seconded by Trustee Sanders to approve the treasurer’s report as submitted:

| | | |
|------------------------|----|------------|
| Illinois National Bank | | |
| e-Pay | \$ | 1,000.00 |
| Illinois Funds | | |
| Money Market e-Pay | | 14,801.08 |
| MB Financial Bank | | |
| Operating Pud Loc | | 301,170.21 |
| Checking Account | | 181,477.40 |
| Bill Pay Account | | 15,661.61 |
| Expense Account | | 1,316.99 |
| Marquette Bank | | |
| Money Market | | 249,581.91 |
| Renovation Project | | |
| MB Financial Bank | | |
| Renovation Pud Loc | | 8,958.35 |

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

VI. Approval of Bills

Trustee Culcasi made a motion, which was seconded by Trustee Skibinski, to approve payment of bills in the amount of \$109,935.36. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Trustees Camalliere and Hogan were absent. The motion passed.

VII. Public Participation

No public was present.

VIII. Recognition of Silver Level Sponsor, Lemont Bank & Trust

Lemont Bank and Trust, A Wintrust Community Bank, donated to the Library at the silver level, becoming sponsors of the Children’s Interactive Wall. Vice President Patti Chamberlin participated in the presentation of the commemorative plaque.

IX. Reports

A. President

No report.

B. Library Director

The Director submitted her written report and would address agenda items as they were raised.

C. Attorney

No report.

D. Committees

1. Finance

No report.

2. Building and Grounds

Wilson Sealcoating postponed the parking lot sealcoating, which had been scheduled for July 3rd. The Library would have to close on a summer Sunday for the work to be completed. There was a motion made by Trustee Culcasi, seconded by Trustee Burton, to approve August 6th as the closure date, with August 20th as a backup, in case of inclement weather. A voice vote was taken: all ayes, no nays. The motion passed. Trustee Burton made a motion, seconded by Trustee Sanders, to pay part-time employees for the hours they were scheduled to work on either of the Sundays the Library would close. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Trustees Camalliere and Hogan were absent. The motion passed.

3. Policy and Personnel

Chairman Camalliere had sent a reminder to fellow trustees to complete their Director performance reviews.

4. Planning and Goals

The trustees noted that the dates in the final draft of the Library’s strategic plan had only to be changed from the previous year to the current fiscal year. A motion was made by Trustee Culcasi and seconded by Trustee Skibinski to approve the corrected Library strategic plan for the 2017-2018 fiscal year. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Trustees Camalliere and Hogan were absent. The motion passed. The Director noted that the Library management team would soon meet to develop its own goals for the year.

5. Technology

No report.

X. Old Business

A. Renovation Project Update

Problems with the reinstalled flooring in the Children’s Activity Center would be remedied in early August, once summer programming ended.

XI. New Business

A. Approval of Intergovernmental Agreement for Legal Services

A motion was made by Trustee Sanders and seconded by Trustee Skibinski to authorize the President and Secretary to enter into a three-year Intergovernmental Agreement for Legal Services with School District 113A, Lemont Fire Protection District, Village of Lemont, Lemont Park District, Lemont Township and Lemont Township High School District 210. The local governmental bodies were engaging the services of attorneys Klein, Thorpe & Jenkins, Ltd., primarily to intervene in any property tax rate objection cases. The Library would be responsible for 2.78 percent of legal fees for any objections involving the Library. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Trustees Camalliere and Hogan were absent. The motion passed.

B. Approval of Update to Strategic Plan for Fiscal Year 2017-2018

The plan was approved under *IX. Reports D. Committees 4. Planning and Goals.*

C. Approval of Closing Dates

The trustees approved closing the Library for parking lot sealcoating during *IX. Reports D. Committees 2. Building and Grounds.* In addition, the Director proposed closing on Friday, September 29th for the Library’s annual Staff Development Day. Trustee Culcasi duly made a motion, seconded by Trustee Burton, to approve Library closure on September 29, 2017. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Trustees Camalliere and Hogan were absent. The motion passed.

D. Library Director Review

Policy and Personnel Committee Chairman Camalliere had sent the trustees evaluation forms. The Director would also complete a self-assessment.

XII. Communications / Correspondence

A. A thank you note had been received from Trustee Sanders for the flowers sent by the Library while she recovered from surgery.

B. The reception for retiring Patron Services Manager Jackie Lakatos was well-attended and greatly appreciated.

XIII. Executive Session

There was no need to move into executive session.

XIV. Adjournment

There was a motion made by Trustee Skibinski and seconded by Trustee Culcasi to adjourn the meeting at 7:33 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,
Ramona Stephens-Zemaitis