

**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**

January 9, 2018

I. Call to Order

President Vytenis Kirvelaitis called the meeting to order at 7:07 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

The Director advised the Board of an amendment to be made to the minutes of the regular meeting of December 12, 2017. The actual amount approved for payment of bills was \$55,922.29, as insurance contributions were also due last month. Trustee Culcasi made a motion, seconded by Trustee Burton, to approve the minutes as corrected. A voice vote was taken: all ayes, no nays. The motion passed.

V. Treasurer's Report

There was a motion made by Trustee Sanders 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		20,517.98
MB Financial Bank		
Interest Bearing (formerly Pud Loc)		345,532.36
Operating Account (formerly Checking)		25,000.00
Expense Account		1,150.04
Lemont Bank and Trust		
Certificate of Deposit		250,000.00

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

VI. Approval of Bills

A motion was made by Trustee Skibinski and seconded by Trustee Burton to approve payment of bills in the amount of \$43,215.67. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, Trustees Camalliere and Hogan—absent, no nays. The motion passed.

VII. Public Participation

There were no public comments.

VIII. Reports

A. President

No report.

B. Library Director

The Director added to her written report:

1. A proposal was submitted to the Lemont Junior Woman's Club, requesting a \$10,000 grant to furnish the new outdoor learning space on the patio outside the Children's Activity Center. Finalists would be invited to present in early February.
2. Since the renovation contractor, Coleman Roofing, Inc., had been unresponsive, John Eallonardo of Frederick Quinn Corporation was arranging for a third-party consultant to examine the leaking roof. The date of the inspection depended on weather conditions.

C. Attorney

No report.

D. Committees

1. Finance

The Committee met directly before the regular meeting to review the auditor's recommendations. The Director provided a draft for the capital asset policy. The Library already had a process for fund balances; the policy just had to be finalized. The Library's insurance agent would recommend an appraiser to determine the current value of property and physical assets. Since renovation-related spending limits were no longer relevant, a few changes also had to be made to the Authority to Spend Policy.

2. Building and Grounds

It became difficult to maintain a comfortable temperature inside the building the past week due to the extreme winter cold. The boiler system settings were readjusted, and all returned to normal.

3. Policy and Personnel

No report.

4. Planning and Goals

A Volunteer and Staff Committee meeting was being formed, and a Library Rewards program was under development with the other Pinnacle libraries.

5. Technology

Sixteen middle schoolers attended the orientation for "Launch into STEM" on Saturday, January 6th. Megan Greenback was speaking to some CITGO employees about conducting for STEM sessions. The program on hydropower would be led by Illinois American Water, and science teachers may fill out the volunteer ranks.

IX. Old Business

A. Illinois Per Capita Grant Requirements for Fiscal Year 2018

The trustees used links sent by the Director to watch online videos on library safety and security and reviewed state library literacy program services. The Director also shared the "Trustee Facts File" via email.

X. New Business

A. Approval of Silver Level Sponsorship, Illinois American Water

The Board was grateful to Illinois American Water, which funded the final segment of the interactive wall in the Children’s Department. Trustee Culcasi made a motion, seconded by Trustee Skibinski, to approve Illinois American Water’s silver-level sponsorship. A roll call was taken: Trustees Burton, Culcasi, Kirvelaitis, Sanders and Skibinski—ayes, Trustees Camalliere and Hogan—absent, no nays. The motion passed.

XI. Communications / Correspondence

- A. The latest blood drive for Heartland Blood Center on December 28th was very successful, with 22 donors in total. The next drive would be held in April or May.
- B. The Board was invited to the State of the Village on March 2, 2018 at Crystal Grand Banquets.
- C. The Lemont Artisan Market would occur in conjunction with the weekly car shows again on afternoons over the summer months.

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 Skibinski, to adjourn the meeting at 7:56 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,
Ramona Stephens-Zemaitis