

**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**

December 11, 2018

I. Call to Order

President Kirvelaitis called the meeting to order at 7:00 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 and Thomas O'Brien, Senior Consultant, K2N-Crest also attended.

IV. Approval of Minutes

A motion was made by Trustee Skibinski and seconded by Trustee Sanders, to approve the minutes of the regular meeting of November 13, 2018, as amended to include the phrase "the grant application." at the end of section *XII. New Business E*. A voice vote was taken: all ayes, no nays. The motion passed. Trustee Hogan made a motion, seconded by Trustee Culcasi, to approve the minutes of the Truth-in-Taxation Hearing of November 13, 2018. A voice vote was taken: all ayes, no nays. The motion passed.

V. Treasurer's Report

There was a motion made by Trustee Hogan 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	36,179.17
MB Financial Bank	
Interest Bearing	608,622.05
Operating Account (formerly Checking)	25,370.39
Expense Account	1,280.24
Lemont Bank and Trust	
Certificate of Deposit	250,000.00

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

VI. Approval of Bills

A motion was made by Trustee Hogan and seconded by Trustee Skibinski to approve payment of bills in the amount of \$56,231.61. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion passed.

Agenda item IX. A. was moved up to allow Mr. O'Brien of K2N-Crest to present earlier.

IX. A. Roof Evaluation

Thomas O'Brien of K2Ncrest updated the Board on the roof inspection by Owens Corning and his evaluation of methods and costs for alternative solutions to potential issues related to the roof installation. The Board would refer the matter to counsel and Buildings Committee for further review.

VII. Public Participation

There were no public comments.

VIII. Reports

A. President

A holiday staff/volunteer appreciation party was being held after hours on December 14th. Over 50 people would be in attendance.

B. Library Director

The Director said that promotional long-sleeved shirts and mugs had been ordered for the Winter Reading Challenge kick-off on January 13th. The mugs were also available for purchase and had been selling well, at a modest profit. The challenge, *Love Your Library*, was based on the number of minutes read, rather than the number of books. Mrs. Pointon thanked the Friends of the Library for their generous donation for a gift basket. She would address remaining topics throughout the meeting.

C. Attorney

No report.

D. Committees

1. Finance

No report.

2. Building and Grounds

No report.

3. Policy and Personnel

Chairman Camalliere participated in the webinar *Library Accessibility: What Public Library Trustees Need to Know*, as a qualification for the Illinois Public Library Per Capita and Equalization Grant in 2019.

4. Planning and Goals

The Committee would be meeting in January.

5. Technology

Six replacement computers were purchased and would be installed in the adult public computer area. According to usage statistics, the demand for desktop units was falling, so the Library did not plan on adding any more. More patrons tended to use the Library's WIFI, not its computers.

IX. Old Business

A. Roof Evaluation

This topic was addressed after agenda item VII.

B. Review of Per Capita Grant Fiscal Year 2019 Requirements

Discussed as agenda item *VIII. Reports D. Committee Reports 3. Policy and Personnel.*

C. Library Director Review

Policy and Personnel Committee Chairman Camalliere had received input from all of the trustees, and the performance evaluation would be discussed by the entire Board the following month.

X. New Business

A. Approval of Annual Financial Report for Fiscal Year Ended 6/30/18

A motion was made by Trustee Hogan and seconded by Trustee Skibinski to approve the annual financial report for the fiscal year beginning July 1, 2017 and ending June 30, 2018, as presented by Library auditors Lauterbach & Amen, LLP. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion passed.

B. Adoption of Resolution No. 2018-2019/02, authorizing PMA Financial Network and PMA Securities, Inc. to provide investment services for the Lemont Public Library

Trustee Skibinski made a motion, seconded by Trustee Hogan, to adopt Resolution No. 2018-2019/02, authorizing PMA Financial Network and PMA Securities, Inc. to provide investment services for the Lemont Public Library. The resolution does not commit, but rather allows the Library to use PMA's services. A roll call was taken: Trustees Burton, Camalliere, Culcasi, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. The motion passed.

XI. Communications / Correspondence

In the event that more than one person filed to run for a position as Library trustee (for the April 2, 2019 election) on December 10th at 9:00 a.m. or on December 17th from 4:00 to 5:00 p.m., a lottery would be held on December 26, 2018 at 10:00 a.m. to determine ballot position.

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. A voice vote was taken: all ayes, no nays. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis