

**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 EVENT SPACE
50 EAST WEND STREET, LEMONT, ILLINOIS**

May 14, 2024

1. Call to Order, Pledge of Allegiance and Roll Call

The Board President called the meeting to order at 7:00 p.m. The following trustees answered present: Patricia Camalliere, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, and Catherine Sanders. Trustees Laura Burt-Nicholas and Michaeline Skibinski were absent. Library Director Mary Golden and Adult Services Manager Justin Williams were also present.

2. Public Comments

There were no public comments.

3. Approval of Minutes

A motion was made by Trustee Sanders, seconded by Trustee Miller, to approve the minutes of the regular meeting of April 16, 2024. A voice vote was taken. All said aye. The motion passed.

4. Treasurer’s Report

Trustee Miller made a motion, seconded by Trustee Sanders, to approve the Treasurer’s report as submitted:

Chase Bank	
Checking Account	\$9,778.30
Savings Account	106.77
Illinois Funds	
Money Market e-pay	53,804.67
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	2,210.64
PMA	
Operating Account	762,966.29
LTD	211,400.00

A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustees Burt-Nicholas and Skibinski were absent. There were no nays. The motion passed.

5. Payment of Bills

A motion was made by Trustee Camalliere and seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$131,876.92. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustees Burt-Nicholas and Skibinski were absent. There were no nays. The motion passed. There was a motion made by Trustee Miller and seconded by Trustee Sanders to approve bond interest payment in the amount of \$27,700. A roll call was taken. Trustees Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustees Burt-Nicholas and Skibinski were absent. There were no nays. The motion passed.

6. Reports

a. Board President

The President thanked the trustees for filing their ethics documents.

b. Library Director

Library Director Golden added to and highlighted portions of her written report:

- ◆ The Library was officially providing notary services, at no charge.
- ◆ The summer newsletter would be out on May 16th.
- ◆ The summer reading program would launch at the Lemont Township Community Center on Saturday, June 1st.
- ◆ The Library mobile app has launched and is available at Google Play and the Apple App Store.

Adult Services Manager Williams added to his written report as well. His department applied for the Project Next Generation Illinois State Library Grant, which if awarded would provide the Library new laptops. He also received confirmation of Schools and Libraries E-rate funding, which would provide a \$2,000 discount on internet services.

Trustee Burt-Nicholas arrived at the meeting.

7. Committee Reports

a. Technology

The committee did not meet this month.

b. Policy and Personnel

The committee met on May 7th. to continue policy review, including for displays and exhibits, and the reference and reader advisory. Chair Camalliere stated that, once the working budget was finalized, the committee would examine wage policies. Circulation policy work was deferred until the PLC (Pinnacle Library Cooperative) Governing Board completed its review. The committee would meet again on June 26th.

c. Finance

The committee had not yet met in May.

d. Planning and Goals

The committee did not meet this month.

e. Building and Grounds

The committee convened on May 8th to address projects that arose day-to-day and to talk about soliciting quotes for replacing part of the HVAC condenser. Members also discussed updating HVAC software, possible outdoor planning, and replacement of the honorary Hennebry plaque.

f. Local Government Efficiency Act Committee

The committee did not meet this month. The Director was writing the first draft of its report.

8. New Business

a. Keepataw Days

There was a motion made by Trustee Camalliere and seconded by Trustee Miller to sponsor the 72nd Annual Keepataw Day Parade and Fun Fest for \$500. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustee Skibinski was absent. There were no nays. The motion passed. Trustee Miller would inform the event committee of the Library's decision. The Board began planning for the Library's participation in the parade.

b. Fund Balance Transfer

Action was deferred.

c. Programming Policy

There were no questions or changes proposed to the programming policy as submitted.

9. Old Business

a. Audit Discussion

A motion was made by Trustee Sanders and seconded by Trustee Miller to approve the annual financial report for the Fiscal Year ending June 30, 2023. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, and Sanders answered aye. Trustee Skibinski was absent. There were no nays. The motion passed.

b. Policies

i. Collection Strategy

The President commented on the Special Considerations section of the policy. He suggested that the Local History Collection should not be limited to the Lemont Area Historical Society. There were other sources of local history that are available.

Trustee Grzesik-Duffy proposed expanding the definition of "local."

Should the definition also apply to the Heritage Corridor, or a wider part of the southern/southwest suburbs? Policy and Personnel Committee Chair Camalliere observed that "local area" could be broadened to include suburbs abutting Lemont or one suburb removed from the village border. She felt that the reference department should be consulted because it was responsible for classifying authors and historical content.

The policy would return to the Policy and Personnel Committee for revisions only to that section of the Collection Strategy Policy. Recommended revisions would be included in the following month's committee report.

ii. Executive Sessions

The Executive Sessions Policy required no changes.

iii. Public Comment

Trustees concurred that a maximum of three minutes per speaker during public comments was reasonable. If all public comments exceed 30 minutes, the Board could consider convening a special meeting. Further discussion was required.

10. Executive Session

There was no reason to move into executive session.

11. Correspondence

There was no correspondence to share.

12. Adjournment

There was a motion by Trustee Burt-Nicholas, which was seconded by Trustee Miller, to adjourn the meeting at 7:55 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary