

**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**

November 12, 2024

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

The Board President called the meeting to order at 7:02 p.m. The following trustees answered present: Laura Burt-Nicholas, Patricia Camalliere, Melanie Grzesik-Duffy, Vytenis Kirvelaitis, Renee Miller, Catherine Sanders, and Michaeline Skibinski. Library Director Mary Golden was also present.

2) Approval of Minutes

Trustee Sanders made a motion, seconded by Trustee Miller to approve the minutes of the regular meeting of October 8, 2024. A voice vote was taken. All said aye. The motion passed.

3) Treasurer's Report

Treasurer Skibinski reported that the Library received almost \$35,000 in tax revenue from Cook County the past month. Another \$80,000 was expected. A motion was made by Trustee Camalliere, and seconded by Trustee Burt-Nicholas, to approve the Treasurer's report as submitted:

Chase Bank	
Checking Account	\$24,184.31
Savings Account	106.77
Illinois Funds	
Money Market e-pay	74,283.53
Illinois National Bank	
e-Pay	1,000.00
Lemont Bank & Trust	
Money Market	12,354.48
PMA	
Operating Account	939,340.03
LTD	217,780.00

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

4) Payment of Bills

There was a motion made by Trustee Skibinski and seconded by Trustee Sanders to approve payment of total accounts payable, ACH payments, and payroll in the amount of \$108,753.91. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. There were no nays. The motion passed.

5) Public Comments

There were no members of the public present.

6) Reports

a) Board President

Lauterbach & Amen LLP would present the Library's annual audit for fiscal year 2023-2024 before the next regular Board meeting on December 10th, at 6:30 p.m.

b) Library Director

Library Director Golden highlighted and added to her written report:

- i. The staff were polled about a holiday celebration and voted for a catered lunch on a Wednesday in January. Date to be determined.
- ii. On Friday, November 15th the Library would be closed for a staff in-service day covering mental health first aid.
- iii. Comcast determined that the recent overnight internet outage was due to a damaged line, which would be replaced at no cost.
- iv. Phone service options were still being reviewed.
- v. On February 13th, Adult Services Librarian Maureen Fako would be honored at the Lemont Township "Best of Lemont" ceremony.

7) Committee Reports**a) Technology**

The committee developed a comparison chart between two proposed managed information technology services vendors, Proven IT and Web IT. A motion was made by Trustee Miller and seconded by Trustee Skibinski to enter a one-year contract with Web IT in the amount of \$5,450 plus a one-time set-up fee of \$5,500. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. There were no nays. The motion passed.

b) Policy and Personnel**c) Planning and Goals**

The committees did not meet this month.

d) Finance

The payment of bond principal and interest in the amount of \$237,700 will be made in November.

e) Building and Grounds

A contract for snow removal was signed with Hoppy's Landscaping, Inc.

8) New Business**a) Ordinance FY25-03 Annual Tax Levy**

Trustee Burt-Nicholas made a motion, which was seconded by Trustee Skibinski, to adopt Ordinance FY25-03 Annual Tax Levy to levy taxes in the aggregate sum of \$2,303,250 on all taxable property within the corporate limits of the Lemont Public Library District for the 2024/2025 fiscal year. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. There were no nays. The motion passed.

b) Days Closed 2025

Two new dates, Mother's Day and Father's Day, and two Staff Institute Days, were added to the calendar. There was a motion made by Trustee Camalliere, seconded by Trustee Grzesik-Duffy, to approve the calendar of dates closed January 1, 2025, through December 31, 2025, as submitted. A roll call was taken. Trustees Burt-Nicholas, Camalliere, Grzesik-Duffy, Kirvelaitis, Miller, Sanders, and Skibinski answered aye. There were no nays. The motion passed.

c) Technology Contract Approvals**i. MIT Contract**

See 7. Committee Reports, a) Technology.

ii. Phone Contract

No action was taken at this time.

d) Resolution FY24-04 to Approve Alternates to Receive Election Petitions

A motion was made by Trustee Miller and seconded by Trustee Grzesik-Duffy to approve all

members of the Library administration, Adult Services staff, and Patron Services staff as alternates to receive election petitions. A voice vote was taken. All said aye. The motion passed.

9) Old Business

There was no old business to discuss.

10) Executive Session

There was no reason to move into executive session.

11) Correspondence

The Director had no correspondence of note to share this month.

12) Adjournment

There was a motion made by Trustee Skibinski and seconded by Trustee Burt-Nicholas to adjourn the meeting at 7:36 p.m. A voice vote was taken. All voted aye. The motion passed. The meeting was adjourned.

Respectfully submitted,

Ramona Stephens-Žemaitis
Recording Secretary