

August Board Minutes

Tuesday, July 22, 2025 11:33 AM

Call to Order

The meeting was called to order by Jay at 7:35pm on August 26, 2025.
Desiree entered the meeting at 7:40pm.

Roll Call

Trustees Present:	Jay Filler, Judi Alden, Desiree Sierens, Paul Garcia, Shari Kagan, David Martin, and Catrina Hill
Trustees Absent:	None
Staff Present:	Sondra Terry and Alex Mateja
Public Present:	None

Additional Agenda Items

None

Approval of Minutes

A motion was made to approve the July 22, 2025 Board Meeting Minutes.

Moved by Shari, 2nd by Judi

Yes: All

Public Forum

None

Financial Report

A motion was made to approve the Financial Report.

Moved by Dave, 2nd by Judi

Yes: All

Vendor's list and new Vendors

A motion was made to approve the new vendor of Chad Lewis and Dennis Latimer.

Moved by Judi, 2nd by Shari

Yes: All

Communications

- The Board President has not yet received a response from the engineer.
- The Board Vice President raised concerns regarding an incident at the Park District during the End of Summer Reading program event. Issues included:
 - The Park District Director berating library employees.
 - The event price being increased from the originally agreed \$100 to \$200 on the day of the event, despite prior confirmation by email.
 - The Director openly discussing the library's budget with staff rather than with the Library Director or Board.
- The Board President authorized the Vice President to draft and send a letter to the Park District Board addressing these concerns, with her signature on behalf of the Library Board.
- All Board members will receive a copy of the letter for transparency.

Library Director's Report

- Two new coordinators (Information Services and Creative Services) and two new clerks have joined the library staff.
- Sexual harassment training was briefly reviewed. All Board members and library employees are required to complete the training.
- Two new state laws regarding library services were signed; neither significantly impacts our library. One requires Narcan to be on hand. As the library is a district library, this does not apply. Shari recommended reaching out to the McHenry County Health Department for clarification. The Board discussed the potential benefits of Narcan training for staff as part of overall emergency preparedness.

- Pat Lawler contacted the library regarding participation in the McHenry Historical Society's Suffrage event. A Board member was invited to speak (Judi), and the library hosted a booth with button-making activities. Fifty-two community members participated.
- The library will participate in the Marengo Market this month and next.
- The status of the library's safety deposit box remains unclear. Currently, only Dave has access. Another person may be appointed to access the box after its contents are reviewed. The account is held with First National Bank.

A motion was made to designate the Board Treasurer and Library Director as authorized signers on the library's safety deposit box.

Moved by Desiree, 2nd by Shari
Yes: All

Standing Committee Reports

Building

Finance

Budget Discussion:

- The Board reviewed the proposed budget. No decision was made at this meeting; the vote is scheduled for next month. Members were asked to raise any concerns prior to that time.
- Key points noted:
 - The library expects approximately \$760,000 in revenue this year, plus replacement tax.
 - Audit requirements were discussed. A full audit was required last year due to discrepancies.
 - Expenditures are expected to increase due to additional staffing, shelving updates, and other facility needs.
 - Insurance costs are projected to rise by about 12% (per LIMRiCC session).
 - A recommendation was made to reassign certain expenses (e.g., Micelli building) to the Miscellaneous category.

Facilities and infrastructure:

- Requests were made to contact the engineer regarding parking lot planning.
- Follow-up is needed on the updated library sign.
- Shelving concerns were discussed.
- Programming and outreach:
 - Ideas included partnerships with local schools and student clubs, expanding teen/tween activities, and offering programs such as Dungeons & Dragons.
 - The Board also discussed communication methods with schools and possible program formats used by other libraries (e.g., "paint and sip" events).

Long Range Planning

Personnel

Policy

Technology

Fundraising

Old and New Business

None

Executive Session

None

Adjournment

The meeting was adjourned by Jay at 8:40pm

