



MINUTES

Board of Trustees

3395 Black Road, Meeting Room E&D

Meeting Date: August 18, 2022, 6 PM

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held on August 21, 2022. The meeting convened at 6:00 p.m. with President Lynn Samalea presiding.

2. Pledge of Allegiance

Nancy Henricksen led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Nancy Henricksen, Lynn Samalea, Essie Chavez, Gail Gawlik, Elaine Bottomley, Kelly Rhoder-Tonelli.

Trustees Absent: Jack Markley, Emmie Ostrem, Diane Harris.

Staff members attending were Megan Millen, Dana Perry, Jim Deiters, Josh Phillips, Val Devine, Laura Yanchick.

4. Motion to allow Essie Chavez to attend via telephone

Nancy Henricksen and Kelly Rhoder-Tonelli seconded to allow Essie Chavez to attend via telephone, due to illness. The motion carried unanimously via voice vote

5. Agenda Revision and Approval

MOTION: Gail Gawlik moved and Nancy Henricksen seconded to accept the agenda as presented. The motion carried unanimously via voice vote.

6. Minutes Review, Revision, and Approval

Trustee Board Meeting- July 21st, 2022.

MOTION: Elaine Bottomley moved and Kelly Rhoder-Tonelli seconded to approve the minutes from July 21st, 2022. The motion carried unanimously via voice vote.

7. Treasurers Report

MOTION: Elaine Bottomley moved and Nancy Henricksen seconded to accept and authorize for payment the 8/18/2022 Accounts Payable for \$83,959.50, the Checks Written since Last Board Meeting on 7/21/2022 in the amount of \$97,742.87 and the Electronic Payroll Transfers on 7/22/2022, 8/05/2022 in the amount of \$253,711.89 for a Total Accounts Payable of \$435,414.26 The motion passed unanimously with the following trustees voting “aye”: Chavez, Gawlik, Rohder-Tonelli, Henricksen, Samalea, Bottomley.

MOTION: Elaine Bottomley moved and Nancy Henricksen seconded to accept and file for audit the 8/18/2022 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution Report. The motion passed unanimously with the following trustees voting “aye”: Chavez, Gawlik, Rohder-Tonelli, Henricksen, Samalea, Bottomley.

8. Public Participation on Action Items- None.

9. Executive Directors Report – Megan Millen

A complete Report was included in the Board Packet. Following, are some highlights of her report-

We’re eligible for grant money from Will County. In accordance with our current strategic plan, and as a need that staff has identified, providing better service to Joliet East Side neighborhood remains a priority.

10. Deputy Directors Report – Jim Deiters

A complete Report was included in the Board Packet. Following are highlights of his report-

Deputy Deiters reported on all the positive impacts each of the Public Service team departments has and thanked them for their hard work and dedication throughout a complete building remodel.

11. Unfinished Business – None.

12. New Business---

ACTION ITEMS:

- **Motion to approve revised Personnel Handbook**
Elaine Bottomley moved and Nancy Henricksen seconded to approve the revised personnel handbook
The motion passed with the following trustees voting “aye: Gawlik, Bottomley, Henricksen, Chavez, Samalea, Rohder-Tonelli.
- **Motion to approve revised Trustee Bylaws**
Gail Gawlik moved and Nancy Henricksen seconded to approve the revised Trustee Bylaws
The motion passed with the following trustees voting “aye: Gawlik, Bottomley, Henricksen, Chavez, Samalea, Rohder-Tonelli.

13. Public Participation --- None.

14. Staff Reports

Laura provided the board with statistics from the Summer Reading Program.

Josh reported that the DMS would be expanding their hours to mirror the normal library hours.

15. Announcements --- None

16. Closed Session

Nancy Henricksen move and Elaine Bottomley seconded to enter Closed Session at 6:40 PM.

The motion passed with the following trustees voting “aye: Gawlik, Bottomley, Henricksen, Chavez, Samalea, Rohder-Tonelli.

17. Adjournment

MOTION: Nancy Henricksen moved and Elaine Bottomley seconded to adjourn the meeting at 6:58 p.m. The motion carried unanimously via voice vote

Secretary, Gail Gawlik

Date