



## MINUTES

Board of Trustees

3395 Black Road, Meeting Room E&D

Meeting Date: July 21, 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 July 21, 2022. The meeting convened at 6:00 p.m. with President Lynn Samalea presiding.

### 2. Pledge of Allegiance

Emmie Ostrem led the group in the Pledge of Allegiance.

### 3. Roll Call of Trustees

Trustees present: Dr. Jack Markley, Nancy Henricksen, Emmie Ostrem, Lynn Samalea, Essie Chavez, Gail Gawlik, and Diane Harris.

Trustees Absent: Elaine Bottomley, Kelly Rohder-Tonelli

Staff members attending were Megan Millen, Dana Perry, Jim Deiters, Louise Svehla, Josh Phillips, Dennis Broz, Mallory Hewlett and Val Devine.

### 4. Motion to allow Essie Chavez to attend via telephone

Dr. Jack Markley moved and Emmie Ostrem 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:** Nancy Henricksen moved and Diane Harris seconded to accept the agenda as presented. The motion carried unanimously via voice vote.

### 6. Minutes Review, Revision, and Approval

Trustee Board Meeting- June 16<sup>th</sup>, 2022.

**MOTION:** Nancy Henricksen moved and Jack Markley seconded to approve the minutes from June 16<sup>th</sup>, 2022. The motion carried unanimously via voice vote.

## **7. Treasurers Report**

**MOTION:** Gail Gawlik moved and Jack Markley seconded to accept and authorize for payment the 7/21/2022 Accounts Payable for \$692,928.27, the Checks Written since Last Board Meeting on 6/16/2022 in the amount of \$111,327.36 and the Electronic Payroll Transfers on 6/24/2022, 7/08/2022 in the amount of \$245,235.64 for a Total Accounts Payable of \$1,049,491.27 The motion passed unanimously with the following trustees voting “aye”: Chavez, Gawlik, Harris, Ostrem, Markley, Henricksen, Samalea

**MOTION:** Gail Gawlik moved and Nancy Henricksen seconded to accept and file for audit the 7/21/2022 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution Report. The motion passed unanimously with the following trustees voting “aye”: Chavez, Gawlik, Harris, Ostrem, Markley, Henricksen, Samalea.

## **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-

Contractors are packing up as the project nears completion. A fantastic team of architects, construction management and staff members resulted in a smooth and successful project.

We are thrilled to have received a large portion of the grant money from the state. The remainder will be sent when the project is complete.

## **10. Deputy Directors Report – Jim Deiters**

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

An annual calendar to keep our policies update is in the works.

## **11. Unfinished Business – None.**

## 12. New Business---

### **ACTION ITEMS:**

#### **Motion to approve Closed Session Meeting Minutes Resolution No. 2022-01**

Diane Harris moved and Gail Gawlik seconded to approve the Closed Session Meeting Minutes Resolution No. 2022-01

The motion passed with the following trustees voting "aye: Chavez, Gawlik, Harris, Ostrem, Markley, Henricksen, Samalea.

#### **First Reading of the revised Trustee Bylaws**

#### **Motion to approve revised Joliet Public Library Acceptable Library Use Policy**

Jack Markley moved and Emmie Ostrem seconded to approve revised Joliet Public Library Acceptable Library Use Policy

The motion passed with the following trustees voting "aye: Gawlik, Harris, Ostrem, Markley, Henricksen, Chavez, Samalea.

## 13. Public Participation --- None.

## 14. Staff Reports

We welcome Val Devine and Dennis Broz to the JPL team.

Louise talked about the continued Summer Reading success.

Welcome back, Mallory! Marketing materials for the Grand Opening includes posters, bookmarks, e-billboards and commercials.

Josh is wrapping up footage from the 11<sup>th</sup> Star Wars Day.

## 15. Announcements --- None

## 16. Adjournment

**MOTION:** Diane Harris moved and Emmie Ostrem seconded to adjourn the meeting at 6:44 p.m. The motion carried unanimously via voice vote

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Secretary, Gail Gawlik

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Date