

## **MINUTES**

Board of Trustees- Hybrid Meeting  
3395 Black Road, Meeting Room F&E  
Meeting Date: May 19, 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 May 19, 2022. The meeting convened at 6:02 p.m. with President Lynn Samalea presiding.

### **2. Pledge of Allegiance**

Gail Gawlik led the group in the Pledge of Allegiance.

### **3. Roll Call of Trustees**

Trustees present: Dr. Jack Markley, Nancy Henriksen, Lynn Samalea, Diane Harris, Kelly Rohder-Tonelli, Elaine Bottomley, Essie Chavez, Gail Gawlik

Trustees Absent: Emmie Ostrem.

Staff members attending were Megan Millen, Dana Perry, Josh Phillips, Leticia Budrik, Keisha Mandara, Laura Yanchick, Louise Svehla, and Vanessa Padilla.

### **4. Agenda Revision and Approval**

**MOTION:** Nancy Henriksen moved and Elaine Bottomley seconded to accept the agenda as presented. The motion carried unanimously via voice vote.

### **5. Minutes Review, Revision, and Approval**

Trustee Board Meeting- April 21<sup>st</sup>, 2022.

**MOTION:** Elaine Bottomley moved and Diane Harris seconded to approve the minutes from April 21<sup>st</sup>, 2022. The motion carried unanimously via voice vote.

### **6. Treasurers Report**

**MOTION:** Elaine Bottomley moved and Dr. Jack Markely seconded to accept and authorize for payment the 5/19/2022 Accounts Payable for \$454,737.64, the

Checks Written since Last Board Meeting on 4/21/2022 in the amount of \$137,482.55 and the Electronic Payroll Transfers on 4/29/2022, 5/13/2022 in the amount of \$251,383.44 for a Total Accounts Payable of \$843,603.63 The motion passed unanimously with the following trustees voting “aye”: Markley, Henricksen, Samalea, Harris, Rohder-Tonelli, Bottomley, Gawlik and Chavez.

**MOTION:** Elaine Bottomley moved and Nancy Henricksen seconded to accept and file for audit the 5/19/2022 Balance Sheet, the Report of Accounts, Cash Drawers. The motion passed unanimously with the following trustees voting “aye”: Gail, Markley, Henricksen, Samalea, Harris, Rohder-Tonelli, Bottomley and Chavez.

**7. Public Participation on Action Items- None.**

**8. Summer Reading Challenge Presentation – Laura Yanchick and Louise Svehla**

**9. Executive Directors Report -**

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

Project Burnham is well into phase 3 with an anticipated finish date of late July.

Congratulations to Louise S. for her recent promotion to Adult Services Manager.

The Pinnacle Board will be celebrating its 10-year anniversary, the Pinnacle Board felt this would be an ideal time to look ahead and focus on a strategic plan.

In other administration news, we congratulate Executive Director Millen for serving 5 years on the ILA board, the longest serving term in ILA’s history. Next month the auditors will come to the board meeting to present their 2021 audit report.

## **10. Deputy Directors Report –**

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

Deputy Jim Deiters was not in attendance. Congratulations to his oldest daughters for graduating from Marist High School

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

## **12. New Business---**

**A Bylaws Committee was appointed** – Chairperson; Lynn Samalae, Committee members; Nancy Henricksen, Dr. Jack Markley, Diane Harris

### **ACTION ITEMS:**

**Motion to approve Contract 13 Play Structure bid of \$118,000.00 to Heartland Cabinetry**

Gail Gawlik moved and Dr. Jack Markley seconded to approve Contract 13 Play Structure bid of \$118,000.00 to Heartland Cabinetry

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

## **13. Public Participation --- None.**

## **14. Staff Reports**

Josh talked about their amazing maker space in the newly renovated Digital Media Studio.

Louise spoke about their successful poetry contest.

Laura said the changes in the Youth Services department are remarkable and receiving lots of positive feedback from patrons of all ages.


Keisha recently brought on two new clerks and two new pages. The Spanish speaking auto attendant is up and running as well.

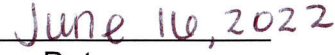
**15. Announcements --- SWD, June 4**

**16. Closed Session** – Nancy Henricksen moved and Diane Harris seconded to enter closed session at 6:47 PM. The motion passed with the following trustees voting “aye: Markley, Henricksen, Samalea, Harris, Rohder-Tonelli, Bottomley, Chavez and Gawlik.

**17. Adjournment**

**MOTION:** Diane Harris moved and Elaine Bottomley seconded to adjourn the meeting at 6:59 p.m. The motion passed with the following trustees voting “aye: Markley, Henricksen, Samalea, Harris, Rohder-Tonelli, Bottomley, Chavez and Gawlik.

  
Secretary, Gail Gawlik

  
Date