



## **MINUTES**

Board of Trustees Meeting  
3395 Black Road Meeting Room E  
April 17, 2025, 6:00PM

### **1. Convene and Call to Order**

A regular meeting of the Board of Trustees of the Joliet Public Library was held on April 17, 2025. The meeting started at 6:00 PM with President Gail Gawlik presiding.

The Board observed a moment of silence in honor of Staff Sergeant Jose Dueñez Jr.

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

Emmie Ostrem led the group in the Pledge of Allegiance.

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

Trustees present: Henricksen, Samalea, Gulas, Gawlik, Harris, Bottomley, Rhoder-Tonelli

Trustees absent: Markley, Ostrem

Staff members present: Megan Millen, Josh Phillips, Laura Yanchick and Dana Perry.

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

Harris moved and Samalea seconded to approve the agenda as presented. The motion passed unanimously via voice vote.

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

Trustee Board Meeting Minutes – March 20, 2025.

**MOTION:** Henricksen moved and Harris seconded to approve the minutes from March 20, 2025. The motion carried unanimously via voice vote

## 6. Treasurers Report

**MOTION:** Samalea moved and Harris seconded to accept and authorize for payment the 4/20/2025 Accounts Payables - \$103,984.44 the Checks Written since Last Board Meeting on 3/20/2025 in the amount of \$129,294.93 and the Electronic Payroll Transfers on 3/28/2025, 4/11/2025- \$313,676.36 for a Total Accounts Payable of \$546,955.73

The motion passed unanimously with the following Trustees voting “aye”:,  
Henricksen, Samalea, Gulas, Gawlik, Harris, Bottomley, Rhoder-Tonelli

**MOTION:** Samalea moved and Bottomley seconded to accept and file for audit the 3/31/2025 Balance Sheet, the Report of Accounts, Cash Drawers. The motion passed unanimously with the following trustees voting “aye” Henricksen, Samalea, Gulas, Gawlik, Harris, Bottomley, Rhoder-Tonelli

## 7. Public Participation on Action Items – None.

## 8. Executive Director Report – Megan Millen

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

The Design Development Phase for Project Black Road is nearly complete, with focus shifting to final details like finishes and fixtures. Staff are preparing for Phase One by organizing which materials will stay accessible and which will go to storage.

RFQs for Project Black Road will be opened on May 28th for two major contracts.

The June Board Meeting will be moved from **Wednesday, June 18th to Tuesday, June 10th**. This change would allow us to approve the contracts in a timely manner and keep the construction schedule on track.

## 9. Deputy Director Report – Jim Deiters

A complete Report was included in the Board Packet.

*Deputy Deiters was not in attendance at the Board Meeting.*

**10. Unfinished Business – None.**

**11. New Business –**

**ACTION ITEMS:**

- **Lauterbach & Amen Proposal**

Rhoder-Tonelli moved and Gulas seconded to approve the Lauterbach & Amen Proposal to Provide Accounting Assistance to the Joliet Public Library.

The motion passed with the following trustees voting “aye” Henricksen, Samalea, Gulas, Gawlik, Harris, Bottomley, Rhoder-Tonelli

- **Letter to the Mayor regarding Trustee Reappointments**

Bottomley moved and Harris seconded to approve the letter to the Mayor regarding Trustee Reappointments

The motion passed unanimously with the following trustees voting “aye” Henricksen, Samalea, Gulas, Gawlik, Harris, Bottomley, Rhoder-Tonelli

- **DISCUSSION ITEMS:**

The trustees discussed the upcoming appointments and the committee responsible for determining the slate.

Trustees were reminded that Statements of Economic Interest are due May 1.

**12. Public Participation – None**

**13. Staff Reports –**

A complete report from department managers was included in the Board Packet.

**14. Announcements**

**15. Adjournment**

**MOTION:** Bottomley moved and Harris seconded to adjourn the meeting at 6:32 PM. The motion carried unanimously via voice vote.

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Secretary, Elaine Bottomley

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Date