



MINUTES

Board of Trustees Meeting
150 North Ottawa St. Board Room
April 18th, 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 18th, 2024. The meeting started at 6:02 PM with President Gail Gawlik presiding.

2. Pledge of Allegiance

Jim Deiters led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Henricksen, Ostrem, Samalea, Montagano-Liburdi, Gawlik, Harris, Bottomley

Trustees absent: Jack Markley , Rohder-Tonelli.

Staff members present: Megan Millen, Jim Deiters, Josh Phillips, Dennis Broz, Stephanie Saldana, Laura Yanchick, Keisha Mandara, Monique Petrie, Mallory Hewlett, and Dana Perry.

Also in attendance was Library Space Planner, Anders Dahlgren, and patron Trista Brown.

4. Motion to allow Trustee Henricksen attend remotely

Samalea moved and Bottomley seconded to approve the motion to allow Trustee Henricksen attend remotely.

The motion carried unanimously via voice vote

5. Agenda Revision and Approval

Bottomley moved and Harris seconded to approve the agenda as presented.

The motion passed unanimously via voice vote.

6. Minutes Review, Revision, and Approval

Trustee Board Meeting Minutes – February 15, 2024.

MOTION: Henricksen moved and Montagano-Liburdi seconded to approve the minutes from February 15, 2024. The motion carried unanimously via voice vote

7. Treasurers Report

MOTION: Samalea moved and Harris seconded to accept and authorize for payment the 3/21/2024 & 4/18/2024 Accounts Payable for \$183,477.82 the Checks Written since Last Board Meeting on 2/15/2024 in the amount of \$271,846.94 and the Electronic Payroll Transfers on 2/16/24, 3/1/24, 3/15/2024, 3/29/2024, 4/12/2024 in the amount of \$736,174.13 for a Total Accounts Payable of \$1,191,498.89 The motion passed unanimously with the following Trustees voting “aye”: Henricksen, Ostrem, Samalea, Montagano-Liburdi, Gawlik, Harris, Bottomley.

MOTION: Samalea moved and Harris seconded to accept and file for audit the 2/29/2024 & 3/31/2024 Balance Sheet, the Report of Accounts, Cash Drawers. The motion passed unanimously with the following trustees voting “aye” Henricksen, Ostrem, Samalea, Montagano-Liburdi, Gawlik, Harris, Bottomley.

8. Public Participation on Action Items – None.

9. Library Space Planning – Anders Dahlgren

Anders spoke in depth about the Black Road concept plan and Building program statement

10. Executive Director Report – Megan Millen

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

Director Millen introduced the new community room at Black Road, The Rock Run Room. After several discussions with staff and feedback from the Black Road renovation focus groups, it was ultimately decided that a community room was a high-ranking request.

As our strategic plan goals progress, we are focusing on deepening the Library’s connection with the Joliet Community. To help facilitate this goal, we are requesting a job title change to our “Special Projects Coordinator” to become “Community Engagement and Events Coordinator”.

We continue to search for a new fleet vehicle. A previous bid posted received no responses, we will post a bid again and hope for some results. If no bids are received the second time around, we will ask the board to approve a purchase to

not exceed a certain amount, this way when the time comes and a vehicle is available, we can move forward on the purchase.

11. Deputy Director Report – Jim Deiters

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

We continue to explore options for a collection audit.

We collaborated with the Will County Center for Economic Development and we're looking forward to hosting summer interns this year.

12. Unfinished Business – None.

13. New Business –

Action Items:

- **Cards for Kids Act**

Samalea moved and Bottomley seconded to approve the Cards for Kids act
The motion passed unanimously with the following trustees voting “aye”
Henricksen, Ostrem, Samalea, Montagano-Liburdi, Gawlik, Harris, Bottomley.

- **Reappointment Letter for Dr. Jack Markley**

Henricksen moved and Harris seconded to approve the Reappointment Letter for
Dr. Jack Markley
The motion carried unanimously via voice vote

- **New Job Description Community Engagement and Events
Coordinator**

Bottomley moved and Samalea seconded to approve the New Job Description
Community Engagement and Events Coordinator

The motion carried unanimously via voice vote

DISCUSSION ITEMS:

14. Public Participation – None.

15. Staff Reports –

16. Closed Session –

Adjourn to discuss minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 120/2(c)(21)) and to discuss pending or threatened litigation: A pending legal action against, affecting or on behalf of the Joliet Public Library or a similar legal action that is probable or imminent (5 ILCS 5/120/2(c)(11)).

Harris moved and Bottomley seconded to enter closed session at 7:24 PM

Ostrem moved and Harris seconded to enter open session at 7:40 PM

17. Announcements

A committee was formed to review our Closed Session Minutes and review our Trustee Bylaws.

18. Adjournment

MOTION: Harris moved and Bottomley seconded to adjourn the meeting at 7:41 PM. The motion carried unanimously via voice vote.

Secretary,

Date