



MINUTES

Board of Trustees Meeting
3395 Black Road Meeting Room E
February 20, 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 February 20, 2025. The meeting started at 6:12 PM with President Gail Gawlik presiding.

2. Pledge of Allegiance

Nancy Henricksen led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Markley, Henricksen, Gawlik, Harris, Bottomley.

Trustees absent: Ostrem, Samalea, Rohder-Tonelli.

Staff members present: Megan Millen, Jim Deiters, Josh Phillips, Lesley Rose, Laura Yanchick, Vanessa Padilla and Dana Perry.

4. Agenda Revision and Approval

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

5. Minutes Review, Revision, and Approval

Trustee Board Meeting Minutes – January 9, 2025.

MOTION: Henricksen moved and Harris seconded to approve the minutes from January 9, 2025. The motion carried unanimously via voice vote

6. Treasurers Report

MOTION: Bottomley moved and Henricksen seconded to accept and authorize for payment the 1/16/2025 - \$175,358.38 and 2/20/2025 \$60,691.41 the Checks Written since Last Board Meeting on 1/9/2025 in the amount of \$194,295.83 and the Electronic Payroll Transfers on 1/17/2025, 1/31/2025, 2/14/2025- \$467,635.03 for a Total Accounts Payable of \$ \$837,289.24

The motion passed unanimously with the following Trustees voting “aye”:, Markley, Henricksen, Gawlik, Harris, Bottomley

MOTION: Bottomley moved and Harris seconded to accept and file for audit the 1/31/2025 Balance Sheet, the Report of Accounts, Cash Drawers. The motion passed unanimously with the following trustees voting “aye” Markley, Henricksen, Gawlik, Harris, and Bottomley.

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 Project Black Road team convened in mid-February to develop the floor plan. The project will be carried out in two primary phases, with bidding set for May and work beginning in late June or early July. Completion is anticipated by March 2026.

Former Board Member James Sczepaniak, who passed away in 2014, left an endowment for the Joliet Public Library. Now, more than a decade later, the Black Road Project offers a unique opportunity for the Board to consider how to utilize these funds.

In January, Megan and Jim met with our auditors to discuss the reporting requirements for the GASB-54 proclamation. This year’s Fund Balance Distribution is to be voted on at the February meeting.

9. Deputy Director Report – Jim Deiters

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

2024 data is being loaded into the State Library’s online tool for IPLAR.

Our dedicated Technical Services team is leading the Library through a diversity review of our materials.

10. Unfinished Business – None.

11. New Business –

ACTION ITEMS:

- **Education Reimbursement Policy for Employee Handbook**
Henricksen moved and Harris seconded to approve the Education Reimbursement.
The motion passed with the following trustees voting “aye” Markley, Henricksen, Gawlik, Harris.
“Nay” Bottomley.
- **FY2025 Fund Balance**
Harris moved and Bottomley seconded to approve the FY2025 Fund Balance
The motion passed unanimously with the following trustees voting “aye” Markley, Henricksen, Gawlik, Harris, Bottomley.
- **DISCUSSION ITEMS:**
The trustees discussed the Sczepaniak Bequest and ultimately agreed that Project Black Road would be a fitting use for some or all of the funds. Megan and Jim will consult with the architects to finalize costs for the unfunded projects, helping determine the exact amount needed and how the funds can be allocated.

12. Public Participation – None

13. Staff Reports –

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

14. Announcements

15. Adjournment

MOTION: Markley moved and Bottomley seconded to adjourn the meeting at 7:25 PM. The motion carried unanimously via voice vote.

Secretary, Elaine Bottomley

Date