



MINUTES

Board of Trustees Meeting
150 North Ottawa St. Board Room
July 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 July 17, 2025. The meeting started at 6:00 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, Samalea, Gulas, Gawlik, Rohder-Tonelli, Harris.

Trustees absent: Ostrem, Markley and Bottomley.

Staff members present: Megan Millen, Jim Deiters, Josh Phillips, Laura Yanchick, Janie Rodriguez, Jackie Latham, Anneta Drilling, Vanessa Padilla, and Dana Perry.

Also in attendance was Joe Laudont and Steve from Lauterbach and Amen.

4. Officers' Oath

The newly elected officers were administered the Oath of Office.

Lynn Poper Samalea – President
Nancy K. Henricksen – Vice President
Diane Harris – Treasurer
Kelly Rohder-Tonelli – Secretary

5. Resolution for Janie Rodriguez

A resolution recognizing and commending Janie Rodriguez for her 27 years of dedicated service to the Joliet Public Library was read and entered into the record.

6. Lauterbach and Amen – FY2024 Financial Audit

Joe Laudont from Lauterbach and Amen presented the Management Letter and Annual Financial Report.

7. Agenda Revision and Approval

Gawlik moved and Henricksen seconded to approve the agenda.

The motion carried unanimously via voice vote

8. Minutes Review, Revision, and Approval

Trustee Board Meeting Minutes – June 10, 2025.

MOTION: Rohder-Tonelli moved and Harris seconded to approve the minutes from June 10, 2025. The motion carried unanimously via voice vote.

9. Treasurers Report

MOTION: Harris moved and Rohder-Tonelli seconded to accept and authorize for payment Accounts Payable for June 18th, 2025 in the amount of \$195,928.20 and July 17, 2025 - \$236,692.62, Checks Written since Last Board Meeting on 6/10/2025 in the amount of \$126,930.70 and the Electronic Payroll Transfers on 6/20/2025, 7/3/2025- \$318,769.76 for a Total Accounts Payable of \$878,321.28

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

MOTION: Samalea moved and Henricksen seconded to accept and file for audit the 6/30/2025 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution. The motion passed unanimously with the following trustees voting “aye” Henricksen, Samalea, Gulas, Gawlik, Rohder-Tonelli, Harris

10. Public Participation on Action Items – None.

11. Executive Director Report – Megan Millen

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

Project Black Road Update

During the week of June 30, Black Road and Building Services staff worked hard to relocate materials, service points, and staff workstations to the Phase One section of the library. The available space is limited- we have also reinstated curbside pickup.

We are currently awaiting the City of Joliet’s approval of our permit. Once approved, demolition is expected to begin around July 14.

2026 marks the 150th anniversary of our incorporation. We have formed a small committee and are exploring ways to highlight our rich history.

12. Deputy Director Report – Jim Deiters

A complete Report was included in the Board Packet.

Over the past three years, we adjusted our salary scale to meet state minimum wage requirements. With no mandated increase for 2026, it is time for an external review of job descriptions and wage grades. Brittney and I confirmed with Paychex that this service is included in our agreement, and we aim to have a plan by October.

13. Unfinished Business – None.

14. New Business –

ACTION ITEMS- None.

15. Public Participation – None


16. Staff Reports –

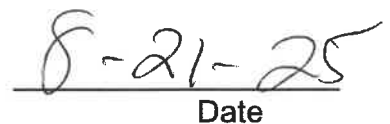
A complete report from department managers was included in the Board Packet.

17. Announcements

18. Adjournment

MOTION: Harris moved and Rohder-Tonelli seconded to adjourn the meeting at 6:46PM. The motion carried unanimously via voice vote.


Secretary, Kelly Rohder-Tonelli


Date