



MINUTES

Board of Trustees Meeting
3395 Black Road Meeting Room E
March 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 March 20, 2025. The meeting started at 6:00 PM with President Gail Gawlik presiding.

2. Pledge of Allegiance

Emmie Ostrem led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Markley, Bottomley, Samalea, Ostrem, Henricksen, Gawlik, Gulas.

Trustees absent: Harris

Kelly Rhoder Tonelli arrived at 6:03

Staff members present: Megan Millen, Jim Deiters, Josh Phillips, Lesley Rose, Danielle Meintanis, Jackie Latham and Dana Perry. Also in attendance was Tim Gavin and Wes Levy.

4. Agenda Revision and Approval

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

5. New Trustee Oath – Board President Gawlik administered the oath of office to Katie Gulas, officially welcoming her as a member of the Board of Trustees.

6. Minutes Review, Revision, and Approval

Trustee Board Meeting Minutes – February 20, 2025.

MOTION: Bottomley moved and Markley seconded to approve the minutes from February 20, 2025. The motion carried unanimously via voice vote

7. Treasurers Report

MOTION: Samalea moved and Henricksen seconded to accept and authorize for payment the 3/20/2025 Accounts Payables - \$95,626.92 the Checks Written since Last Board Meeting on 2/20/2025 in the amount of \$162,757.21 and the Electronic Payroll Transfers on 2/28/2025, 3/14/2025- \$313,129.90 for a Total Accounts Payable of \$571,514.03

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

MOTION: Samalea moved and Bottomley seconded to accept and file for audit the 2/28/2025 Balance Sheet, the Report of Accounts, Cash Drawers. The motion passed unanimously with the following trustees voting “aye” Markley, Bottomley, Samalea, Ostrem, Henricksen, Gawlik, Gulas, Rohder-Tonelli

8. Public Participation on Action Items – None.

9. Lauterbach & Amen, LLP – Presentation

Tim and Wes from L&A provided the board an over view of the proposal for Joliet Library

10. Executive Director Report – Megan Millen

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

Following the February Board meeting, a Zoom call was held with the design team to review the budget and discuss the potential use of the Sczepaniak bequest to support the project. We are now awaiting a detailed cost estimate from SMC.

A recent Executive Order eliminates the Institute for Museum and Library Services, potentially affecting JPL’s Per Capita grant funding and delivery services supported by RAILS. Board members are encouraged to advocate for continued support of libraries.

Executive Director Millen provided a quarterly strategic plan update along with an update on her current goals for 2025.

11. Deputy Director Report – Jim Deiters

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

Deputy Director Deiters and Assistant Director of Orland Park Public Library are updating thier 2024 ILA Conference session on standout cover letters and résumés for the 2025 Reaching Forward Conference.

12. Unfinished Business – None.

13. New Business –

ACTION ITEMS:

- **Authorize the Use of Bequest from James Sczepaniak for funding towards Black Road**

Ostrem moved and Henricksen seconded to approve authorization of the use of funds from the James Sczepanick bequest.

The motion passed with the following trustees voting “aye”

Markley, Bottomley, Samalea, Ostrem, Henricksen, Gawlik, Rhoder-Tonelli.

Abstain: Gulas

- **ComEd Agreement; New padmount equipment request on JPL/OSB property**

- Markley moved and Bottomley seconded to approve new padmount equipment request on JPL/OSB property

The motion passed unanimously with the following trustees voting “aye”

Markley, Bottomley, Samalea, Ostrem, Henricksen, Gawlik, Rhoder-Tonelli, Gulas

- **DISCUSSION ITEMS:**

The trustees had a first read on proposal and scope of services from Lauterbach & Amen. They will vote on the proposal in April.

Dana reminded them that in April they will also vote on the drafted letter to the Mayor to reappoint 3 trustees;

Nancy Henricksen

Emitra Ostrem

Lynn Poper Samalea

We are approaching the time for board reappointments. A nominating committee will be formed in May to determine the slate of officers for the upcoming term.

14. Public Participation – None

15. Staff Reports –

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

16. Announcements

17. Adjournment

MOTION: Bottomley moved and Markley seconded to adjourn the meeting at 7:14 PM. The motion carried unanimously via voice vote.

Secretary, Elaine Bottomley

Date