

MINUTES

Board of Trustees Meeting
3395 Black Road Meeting Room E
October 17, 2024, 6:00PM

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held on October 17, 2024. 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: Henricksen, Ostrem, Samalea, Montagano – Liburdi, Gawlik, Bottomley.

Trustees absent: Markley, Harris, Rohder-Tonelli

Staff members present: Megan Millen, Jim Deiters, Lesley Rose, Josh Phillips, Dana Perry and Stefanie Saldana.

4. Agenda Revision and Approval

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

5. Minutes Review, Revision, and Approval

Trustee Board Meeting Minutes – September 19th, 2024.

MOTION: Ostrem moved and Bottomley seconded to approve the minutes from September 19th, 2024. The motion carried unanimously via voice vote

6. Treasurers Report

MOTION: Samalea moved and Henricksen seconded to accept and authorize for payment the 10/17/2024 Accounts Payable for \$54,272.38 the Checks Written since Last Board Meeting on 9/19/2024 in the amount of \$143,999.60 and the Electronic Payroll Transfers on 9/27/2024 and 10/11/2024 \$296,247.84 for a Total Accounts Payable of \$ \$494,519.82 The motion passed unanimously with the following Trustees voting "aye":, Henricksen, Ostrem, Samalea, Montagano – Liburdi, Gawlik, Bottomley.

MOTION: Samalea moved and Henricksen seconded to accept and file for audit the 9/30/2024 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution. The motion passed unanimously with the following trustees voting "aye" Henricksen, Ostrem, Samalea, Montagano – Liburdi, Gawlik, 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:

Project Black Road continues to move forward, Executive Director Millen has been working closely with Kevin Sing at the city regarding our levy.

Updates were provided on our strategic plan and the accomplishments so far for 2024.

JPL was well represented at ILA by presenting several sessions during the 3 day conference.

9. Deputy Director Report – Jim Deiters

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

Person in Charge (PICs) at Black Road reviewed the manual and are making any necessary revisions.

10. Unfinished Business – None.

11. New Business –

- **ACTION ITEMS:**

Revised Trustee Bylaws

Henricksen moved and Ostrem seconded to approve the Revised Trustee Bylaws

The motion passed unanimously with the following Trustees voting “aye”:
Henricksen, Ostrem, Samalea, Montagano – Liburdi, Gawlik, Bottomley.

Board of Trustees 2025 Meeting Schedule

Bottomley moved and Henricksen seconded to approve the Board of Trustees 2025 Meeting Schedule

The motion carried unanimously via voice vote.

2025 Holiday Schedule

Bottomley moved and Henricksen seconded to approve the 2025 Holiday Schedule

The motion carried unanimously via voice vote.

DISCUSSION ITEMS: Lynn distributed and explained the evaluation form for Megan's evaluation. Trustees were instructed to call Lynn when they had the completed form ready to be picked up by Lynn. Lynn asked that they be ready by Tuesday.

12. Public Participation – None.

13. Staff Reports –


Lesley Rose, Adult Services Manager, talked about the many unique requests and donations that come across our Local History Room.

Josh Phillips, DMS Manager, has been working on walk-through videos with his team.

14. Announcements

15. Adjournment

MOTION: Bottomley moved and Samalea seconded to adjourn the meeting at 6:46 PM. The motion carried unanimously via voice vote.


Secretary, Elaine Bottomley


Date