MINUTES
Board of Trustees Meeting
150 North Ottawa St. Board Room
October 16, 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 October 16, 2025. The meeting started at 6:00 PM with President Lynn Samalea presiding.

2. **Pledge of Allegiance**
   Katie Gulas led the group in the Pledge of Allegiance.

3. **Roll Call of Trustees**

   Trustees present: Henricksen, Ostrem, Samalea, Gulas, Gawlik, Harris, Rohder-Tonelli.

   Trustees absent: Markley and Bottomley

   Staff members present: Megan Millen, Jim Deiters, Dana Perry, Josh Phillips, Laura Yanchick

4. **Agenda Revision and Approval**
   Henricksen moved and Harris seconded to approve the agenda.

   The motion carried unanimously via voice vote

5. **Minutes Review, Revision, and Approval**
   Trustee Board Meeting Minutes – August 21, 2025
   Special Board Meeting Minutes – October 2, 2025

   MOTION: Harris moved and Rohder-Tonelli seconded to approve the minutes from August 21 and October 2nd, 2025. The motion carried unanimously via voice vote.

6. **Treasurer's Report**

   MOTION: Harris moved and Henricksen seconded to accept and authorize for payment Accounts Payable for October 16th, 2025 in the amount of $536,037.73, Checks Written since Last Board Meeting on 9/182025 in the amount of $465,053.10 and the Electronic Payroll Transfers on 9/26/2025, 10/10/2025- $289,856.69 for a Total Accounts Payable of $1,290,947.52

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

   MOTION: Harris moved and Henricksen seconded to accept and file for audit the 9/30/2025 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution. The motion passed unanimously with the following trustees voting "aye" Henricksen, Ostrem, Samalea, Gulas, Gawlik, Harris, Rohder-Tonelli

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 Update

   Ceiling tiles, paint, and bathroom tiling are underway. A slideshow was shared at the November Board meeting and we plan to arrange a Board tour soon. Some lighting and furnishings are delayed, but we still anticipate a one-week closure in late December or early January. Exact dates will be ready for the November meeting.

9. **Deputy Director Report – Jim Deiters**

   Brittney and Jim reviewed salary grades with Paychex. Jim attend the 2025 ILA Conference in Rosemont to learn from others and present on board meeting best practices and revised standards.

10. **Unfinished Business –** None**.**

11. New Business –

ACTION ITEMS-

- **Motion to approve the 2026 Holiday Schedule**
  Harris moved and Ostrem seconded to Approve the 2026 Holiday Schedule
  The motion passed unanimously with the following trustees voting “aye”
  Henricksen, Ostrem, Samalea, Gulas, Gawlik, Harris, Rohder-Tonelli

12. Public Participation - None.

13. Staff Reports –
A full report from department managers was included in the Board Packet.

14. Announcements
Annual evaluation forms have been distributed to trustees for the Executive Director’s yearly review. Please return completed forms by the end of the month.

15. Adjournment

MOTION: Harris moved and Gulas seconded to adjourn the meeting at 6:48PM. The motion carried unanimously via voice vote.

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Secretary, Kelly Rohder-Tonelli Date