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BOARD OF TRUSTEES

201 S Kankakee St, Wilmington IL 60481

Minutes

Policy Committee Meeting

October 20, 2025

6:30 PM

Roll Call Attendance Secretary Pro Tem Rezabek called roll. Trustees present: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley.

Call to order President Smith called the meeting to order at 6:30 PM.

Policy Review Equipment, Exhibits, Finance, Freedom of Information Act, Gifts, Identity Protection, Interlibrary Loan, Laminating, Materials Selection, Non-Resident Fee, Operating, Personnel, Poster Printing, Security Cameras.

Adjournment President Smith adjourned the meeting at 7:08 PM.

Building and Grounds Meeting

October 20, 2025

6:45 PM.

Roll Call Attendance Secretary Pro Tem Rezabek called roll. Trustees present: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley.

Call to order President Smith called the meeting to order at 7:08 PM.

Building Tour No tour was taken.

Building Recommendations Director Meachum discussed having the metal roof painted in the spring and applying weather stripping to the doors before winter.

Adjournment President Smith adjourned the meeting at 7:09 PM.

Regular Monthly Meeting
October 20, 2024
7:00 PM

Roll Call Attendance Secretary Pro Tem Rezabek called roll and a quorum was established. Trustees present: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Also present: Director Meachum and Recording Secretary Scheidenberger. Absent: Quigley.

Call to Order President Smith called the meeting to order at 7:09 PM.

Pledge of Allegiance The Pledge of Allegiance was said.

Introduction of Visitors and Public Comment None

Corrections or Additions to the Agenda None.

Approval of Minutes of Previous Meeting The minutes were approved as presented and will be filed for audit.

Continued Business – None.

New Business – Discussion and Action

- A. Ordinance 26-4 Levy** – approved as presented. A motion was made by Trustee Clennon, second by Puracchio to approve Ordinance 26-4 as presented. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley.
- B. Resolution 26-1 Estimate of Funds Needed** – Motion to approve as presented made by Trustee Clennon, second by Zolecki-Browning. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley.
- C. Aflac** – Director Meachum discussed the new Vision and Dental plans Aflac is offering.
- D. Staff Recognition** – A motion was made by Trustee Clennon, second by Puracchio to approve the purchase of gift cards for staff recognition in the amount of \$25 for part-time employees and \$50 for full-time employees. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley.
- E. Wednesday Before Thanksgiving** – The Operating Policy and the Personnel Policy were updated to include the Wednesday before Thanksgiving, as a day the Library will be closed and regularly scheduled staff will be paid.
- F. Policy Committee Report – Review and Amendment** A motion was made by Trustee Smith, second by Zolecki-Browning to approve as

presented the Exhibits Policy, Finance Policy, Freedom of Information Act, Gifts Policy, Identity Protection Policy, Interlibrary Loan Policy, Laminating Policy, Materials Selection Policy, Non-Resident Policy, Poster Printing Policy, and Security Cameras Policy. And to approve as amended the Equipment Policy, Operating Policy and the Personnel Policy. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley.

Finance Report Treasurer Clennon reviewed budget numbers. Discussed and reviewed financial reports for September.

Payment of Bills Treasurer Clennon moved, second Rezabek, to pay the September operating expenses in the amount of \$30,331.24 and payroll expenses in the amount of \$47,132.55. Motion carried by roll call vote with 6 ayes. Ayes: Clennon, Fitzsimmons, Puracchio, Rezabek, Smith, and Zolecki-Browning. Absent: Quigley.

Report of the Staff Director Meachum, Adult Services Manager Sandstrom, Youth Services Manager Prendergast, and Circulation Manager Linnell submitted written reports in the packet.

Correspondence None

Announcements None

Adjournment President Smith adjourned the meeting at 7:45 PM.