

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
February 13, 2025**

The Regular Meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by President Thomas Novinski, at 7:00 p.m. on February 13, 2025. The meeting occurred in Meeting Room A of the Library at 650 Deerwood Dr., Shorewood, IL 60404.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|---------------------------|-----------------|
| 1. Karen Voitik | 2. Vito Schultz |
| 3. Arthetta Reeder (7:01) | 4. Tom Novinski |
| 5. Bob Stahl | |

ABSENT: Tracy Caswell, Kristen McGee

STAFF PRESENT:

Jennie Mills, Director
Cindy Norman, Finance Clerk

VISITORS PRESENT:

CHANGES/ADDITIONS TO AGENDA: None

APPROVAL OF MINUTES:

Treasurer Stahl moved that the minutes of the regular meeting on January 9, 2025 be approved. Vice President Schultz seconded the motion, which passed with all members present voting "Yes."

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT:

Cash on Hand Beginning of January 2025	\$ 647,804.63
Cash received during January 2025	30,644.14
Disbursements January 2025	<u>(140,021.51)</u>
Cash on Hand End of January 2025	\$ 538,427.26

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	2,725.97
Money Market Fund – Chase	85,686.09
Money Market Fund – Old Plank Trail x6183	109,476.08
Payroll Account – Chase	8,303.17
License Plates – Chase	877.87
Money Market – Old Plank Trail x9335	18,552.60
Money Market – Old Plank Trail x9981	312,502.54
PMA Financial CD80197	<u>2.94</u>
TOTAL	\$ 538,427.26

APPROVAL AND PAYMENT OF BILLS:

Treasurer Stahl moved that the bills presented for payment be approved. Vice President Schultz seconded the motion. A roll call vote was taken, and the motion passed with all Trustees present voting "Yes."

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
 - Director Mills informed the Board that DCEO approved the reimbursement request. The library should be receiving the reimbursement in March.
 - Will County Executive has asked Director Mills to work on convening the Will County Librarians to discuss the new Dolly Parton Imagination Library project with them. The first partnership meeting is February 25th.
- b. Department Heads

OLD BUSINESS:

- a. Director Mills provided an update on the parking lot project. A leak in the longest conduit run was realized during the rain on January 31st. The Library is requesting the contractor to fix it with a French drain system to prevent it from re-occurring. The sub-contractor caused the problem, and the contractor knows that, so the Library will work with the attorney to ensure the cost falls on the contractor.

NEW BUSINESS:

- a. Vice-President Schultz motioned, and Trustee Reeder seconded, to approve the revised "Public Library Trustee Ethics Statement" created for United for Libraries for use by Existing and Future Library Trustees. The motion passed with all Trustees present voting "Yes."
- b. Treasurer Stahl motioned, and Trustee Reeder seconded, to approve the closure of account 9335 holding DCEO grant funds at Wintrust. A roll call was conducted; the motion passed with all Trustees voting "Yes." This account will close as soon as the final invoice comes.
- c. Treasurer Stahl motioned, and Vice President Schultz seconded to approve the Revised Circulation Policy. The motion passed with all Trustees present voting "Yes".
- d. There was a brief discussion regarding the correspondence received from Board Member Tracy Caswell. She will be unable to attend any more meetings before the end of her term

CORRESPONDENCE: Letter from Board Member Tracy Caswell

OTHER BUSINESS:

-Director Mills asked the board if anyone wanted to attend ILA trainings or the Shorewood State of the Village address. They can reach out to her if interested. The State of the Village is April 10, 2025.
-The ribbon cutting for the new parking lot is scheduled for April 7, 2025, at 4:00. President Novinski will make remarks.

Treasurer Stahl motioned, and Vice President Schultz seconded, that the meeting be adjourned at 7:25 p.m., with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk