

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
May 8, 2025**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on May 8, 2025. The meeting took place in Meeting Room A of the Library located at 650 Deerwood Dr., Shorewood, IL 60404.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|---|
| 1. Karen Voitik | 2. Vito Schultz |
| 3. Tom Novinski | 4. Bob Stahl |
| 5. Arthetta Reeder | 6. Krysten McGee (attended remotely, due to childcare issues) |

ABSENT:

STAFF PRESENT:

Jennie Mills

VISITORS PRESENT: Family of Tiffany Allen-Smith

MOTION TO LET TRUSTEE MCGEE ATTEND REMOTELY DUE TO UNEXPECTED CHILDCARE ISSUES:

Treasurer Stahl motioned to approve; Vice-President Schultz seconded. All voted 'yes,' via voice-vote. Motion passed.

CHANGES/ADDITIONS TO AGENDA: None

APPROVAL OF MINUTES:

Treasurer Stahl moved that the regular meeting minutes on April 23, 2025, be approved. Secretary Voitik seconded the motion. Trustee Reeder abstained. The remainder of the trustees voted 'yes,' via voice vote. The motion passed.

Secretary Voitik administered the Oath of Office to newly elected trustees: Tiffany Allen-Smith and Arthetta Reeder.

Roll call was called again. Trustees present:

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TRUSTEES PRESENT:

- | | |
|------------------------|---|
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| 3. Tom Novinski | 4. Bob Stahl |
| 5. Arthetta Reeder | 6. Krysten McGee (attended remotely, due to childcare issues) |
| 7. Tiffany Allen-Smith | |

COMMENTS FROM THE PUBLIC: None

TREASURER'S REPORT:

Cash on Hand Beginning of April 2025	\$ 558,339.09
Cash received during April 2025	53,012.36
Disbursements	<u>(117,457.30)</u>
Cash on Hand End of April 2025	\$ 493,894.15

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	2,497.92
Money Market Fund – Chase	173,689.40
Old Plank Trail MM X6183	207,474.86
Payroll Account – Chase	43,172.67
License Plates – Chase	1,049.16
Old Plank Trail MM X9335	1,630.84
Old Plank Trail MM X9981	64,076.36
PMA Financial CD80197	<u>2.94</u>
TOTAL	\$ 493,894.15

APPROVAL AND PAYMENT OF BILLS:

The Treasurer's Report was filed for audit. Vice President Schultz motioned that the bills presented for payment be approved. Secretary Voitik seconded the motion. A roll call vote was taken; the motion passed. All Trustees present voted 'yes.'

LIBRARIAN'S REPORT: Director Mills informed the Board that the Library was recognized in the Team Category for Distinguished Service by the Illinois Chapter of the National School Public Relations Association (INSPRA) for those who partner with school communications offices. Sarah Wells in Troy 30-C nominated us.

The PSACC Awards are also on Wednesday, May 21st. Mills, Secretary Voitik, President Novinski, and Trustee Allen-Smith will attend.

OLD BUSINESS:

- a. The Building Committee has recommended that Indicom install a French drain to fix the water intrusion issue in the basement correctly. Director Mills will coordinate with Indicom to schedule the work.

NEW BUSINESS:

- a. Elections of officers:
 - a. Treasurer Stahl motioned/Secretary Voitik seconded, that Thomas Novinski be the President of the Board. All voted 'yes' to approve, except Novinski, who abstained. The motion passed.
 - b. Treasurer Stahl motioned/President Novinski seconded, for Vito Schultz to be the Vice-President of the Board. All voted 'yes' to approve. Motion passed.
 - c. Trustee Reeder motioned/Treasurer Stahl seconded, for Karen Voitik to be Secretary of the Board. All voted 'yes' to approve. Motion passed.
 - d. Secretary Voitik motioned/President Novinski seconded for Bob Stahl to be Treasurer. All voted 'yes' to approve. Motion passed.

- b. Vice-President Schultz motioned/President Novinski seconded to approve "Resolution 25-1 "Honoring Tracy Caswell for Four Years of Service to the Library Board. All members voted "yes." Motion passed.
- c. Vice President Schultz motioned/Trustee Reeder seconded to approve Resolution 25-2 "Authorizing signers for Wintrust Bank Accounts to be President, Treasurer, and Director." A roll call was conducted, with all members voting 'yes.' Motion passed.
- d. Trustee Reeder motioned/Treasurer Stahl seconded to authorize the opening of a checking account at Wintrust with the signers being the President, the Treasurer, and the Director. Two signers will be required on every check. A roll call was conducted, with all members voting 'yes.' Motion passed.
- e. Secretary Voitik motioned, and Vice-President Schultz seconded, to close the DCEO grant account *9335 and use the remainder of the funds for a stone monument. A roll-call vote was conducted, with all members voting yes. The motion passed.
- f. Treasurer Stahl/Vice-President Schultz seconded signing the Engagement letter with Mack & Associates for the FY25 Audit. A roll call was conducted, with all members voting yes. The motion passed.
- g. President Novinski appointed Trustee Krysten McGee and Secretary Karen Voitik to the Secretary's Audit Committee. The Committee will meet in August of 2025.
- h. President Novinski appointed Secretary Karen Voitik and Vice-President Vito Schultz to the Building Committee.
- i. The Operating Budget for FY 2026 was discussed.

ANNOUNCEMENTS: The Summer Reading Kickoff is June 5th from 5 pm to 7 pm.

Photos of the Board will be taken on the night of June 12th.

Respectfully submitted,
Jennie Mills, Library Director