

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
August 14, 2025**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by President Tom Novinski at 7:00 p.m. on August 14, 2025. It was held 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. Tom Novinski  | 4. Bob Stahl           |
| 5. Krysten McGee | 6. Tiffany Allen-Smith |

**STAFF PRESENT:**

Jennie Mills, Director  
Cindy Norman, Finance Clerk

**VISITORS PRESENT:** None

**CHANGES/ADDITIONS TO THE AGENDA:** None

**APPROVAL OF MINUTES:**

Secretary Voitik moved that the regular meeting minutes on July 10, 2025 be approved. Vice President Schultz seconded the motion. All members voted 'yes' to approve.

**COMMENTS FROM THE PUBLIC:** None

**TREASURER'S REPORT:**

Cash on Hand Beginning of July 2025	\$1,031,257.55
Cash received during July 2025	63,547.14
Disbursements July 2025	<u>(226,586.54)</u>
Cash on Hand End of July 2025	\$ 868,218.15

**Location and Denomination of Cash**

Petty Cash	\$ 300.00
General Fund Checking – Chase	9,324.90
Money Market Fund – Chase	7,691.80
Old Plank Trail MM x6183	320,257.19
Payroll Account – Chase	9,563.21
License Plates – Chase	1,305.99
Old Plank Trail MM X9981	484,969.42
Old Plank Trail Checking x7766	<u>34,805.64</u>
TOTAL	\$868,218.15

#### 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; the motion passed. All Trustees present voted 'yes.'

#### CORRESPONDENCE:

#### LIBRARIAN'S REPORT:

- a. Director's Report with personnel
  - Circulation saw a 12% increase over July 2024 and a 22% increase in door count.
  - The Library is adding two new databases in September. Weiss Financial & Insurance Ratings which patrons can use to compare rates of insurance and banking products. Mango Language Learning will be available to help patrons learn a new language at their own pace
  - The Foundation received \$625 the month of July bringing the total to \$1,930 as of 8/8/25.
- b. Department Heads

#### OLD BUSINESS:

- a. The conduit was capped off on August 5<sup>th</sup>. Everyone is paid off and the parking lot project is complete.

#### NEW BUSINESS:

- a. Treasurer Stahl moved/Vice President Schultz seconded to approve the FY25 audit. A roll call was taken and the motion passed with all members voting 'yes'.
- b. Treasurer Stahl moved/Vice President Schultz seconded to approve a 2-year extension of Mack & Associates providing auditing services; \$5,745 for FY26 audit and \$5,915 for FY27 audit. A roll call was taken and the motion passed with all members voting 'yes'.
- c. Treasurer Stahl moved/Vice President Schultz seconded to approve the submission of the Illinois Public Library Annual Report to the Illinois State University. The motion passed with all members voting 'yes'.
- d. Treasurer Stahl moved/Vice President Schultz seconded to approve Jennie Mills to attend the Illinois Library Association Annual Conference, October 16<sup>th</sup>, at a total cost of \$338 - \$275 conference + 63 mileage. A roll call was taken and the motion passed with all member's voting 'yes'.
- e. Treasurer Stahl moved/Vice President Schultz seconded to approve Tiffany Allen-Smith & Karen Voitik to attend the ILA conference, October 16<sup>th</sup>, at a cost of \$363 each (\$726 total). A roll call was taken and the motion passed with all members voting 'yes'.
- f. The board began review of New Standard for Public Libraries: Access, Advocacy, Buildings & Grounds; Collection Management. The Library is in the Intermediate or Advanced levels for all the standards. Director Mills informed the board she went over all the standards with the staff at the yearly in-service on August 5<sup>th</sup>. The managers will be held accountable based on the standards.

Motion made to go into Executive Session to discuss matters related to Personnel 5 ILCS 120/2(c)(1), the performance of a specific employee of the public body by Treasurer Stahl. Vice President Schultz seconded the motion at 7:16 p.m. All members voted 'yes'.

The Open Meeting resumed at 7:27 p.m. No action was taken.

OTHER BUSINESS:

- a. The Friends of the Library Book Sale will be on September 12<sup>th</sup> & 13<sup>th</sup>
- b. September is National Library Card Sign-Up Month. Patron Point will send out flyers and emails to the community.
- c. There will be a public hearing at the September 11<sup>th</sup> meeting starting at 6:30 p.m.

Treasurer Stahl moved/ Vice President Schultz seconded that the meeting be adjourned at 7:31 p.m., with all members present voting 'yes.'

Respectfully submitted,  
Cindy Norman, Finance Clerk