



## McHenry Public Library District

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### MINUTES McHenry Public Library District Board of Library Trustees Regular Meeting

**Date:** March 21, 2023

**Time:** 7:00 P.M.

**Location:** Library Meeting Rooms # 135 & 136

**I. CALL TO ORDER** – President Charles Reilly

President Reilly called the regular meeting to order at 7:00 p.m.

**II. ROLL CALL** – Monica Leccese, Secretary

**Members Present:** Bud Alexander, Delphine Grala, Monica Leccese, Susan Murphy,  
Charles Reilly, Terry Weingart

**Members Absent:** Jill Stone

**Also Present:** Lesley Jakacki, Executive Director  
Jennifer May, HR Generalist  
Michael Schnaebeler, Building Services Manager  
Zach Terrill, Adult Services Manager

**III. PLEDGE OF ALLEGIANCE**

**IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**

No corrections or additions.

**V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**

No public comments.

**VI. SECRETARY'S REPORT** – Monica Leccese, Secretary

**A.** Approval of Minutes of the February 21, 2023, Regular Meeting.

Secretary Leccese informed the Board that she conferred with Secretary Pro Tem for the February Meeting, Trustee Weingart and that she found no corrections needed to the minutes of the February 21, 2023, Regular Meeting.

Murphy moved, and Alexander seconded a motion to approve the Minutes of the February 21, 2023, Regular Meeting

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None  
Absent: Stone  
**Motion Passed**

**VII. TREASURER'S REPORT** – Delphine Grala, Treasurer

- A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for February/ March 2023, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Grala reviewed the highlights of the overall expenses and revenues of the Library as stated in the prepared financial reports for the Board.

Director Jakacki informed the Board that she spoke to our banker about the interest rate on our public funds' account and asked for our rate to be reviewed. She also provided our banker with the interest rates for public funds at other local banks. In response, the bank increased our interest rate to 4.00%, and we would see that rate increase reflected starting on our statement for March 2023.

Weingart moved, and Leccese seconded a motion to approve the Monthly Financial Statements, Interim Check Report, and Bill Reports for February/ March 2023, Additional Bills (Distributed night of the meeting), and Petty Cash and Credit Card Reports (Distributed on the night of the meeting).

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**VIII. COMMUNICATIONS**

- A.** Letter to McHenry County College

Director Jakacki informed the Board that this letter was written supporting McHenry County College's grant for their Adult Literacy Volunteer Program.

- B.** Letter to McHenry American Legion Auxiliary Post 491

Director Jakacki shared with the Board that this letter was written to thank the American Legion Auxiliary Post 491 for donating funds for materials focusing on military history.

**IX. LIBRARIAN'S REPORT**

- A.** Librarian's Report

Director Jakacki highlighted the following items from the Librarians' Report.

- Half Price fines were a big success. We collected \$2035.20 for the FISH Food Pantry, and 85 patron accounts were unblocked during the event.

- The Library Lover's Expedition wraps up at the end of the month. There has been great participation in the program, and many McHenry County residents have visited our Library for the first time.
- Eight staff members became Deputy Voter's Registrars.
- All Library staff was trained on how to notice an opioid overdose and administer NARCAN until first responders can arrive.
- The Library reopened the Discovery Hub after making some repairs to the room. Patrons have been very grateful to have that space open for kids again.
- Adult Services Librarian Thomas Hillier worked with West Campus' American Studies classes on their local history research projects.

**B. Updates on Projects**

Director Jakacki shared the following updates with the Board.

- IDOT and Route 31- IDOT is still within their 90-120 day time frame from when the paperwork was finalized to make payment. There have yet to be any updates regarding the start of the construction.
- The StoryWalk at Knox Park will be installed next week, and staff will meet with Bill Hobson, Director of Parks and Rec, to finalize the path. The unveiling and grand opening celebration will be on Friday, April 7, at 10 am at Knox Park. Board members are invited to attend.
- Statement of Economic Interest forms are to be completed by April 30, 2023

**X. OLD BUSINESS**

- A. Decennial Committee on Local Government Efficiency Act (Public Act 102-1088)**
1. Communications from RAILS and Ancel Glink

Director Jakacki shared some clarifying information with the Board about the make-up of the Decennial Committee and the meeting requirements that were provided by RAILS and Ancel Glink. One central point of clarification was that all members of the Board were automatically on the committee and not just a few appointed members.

2. Schedule Decennial Committee Meeting

The Board discussed the scheduling possibilities for the first Decennial Committee Meeting to comply with state statutes.

Reilly moved, and Alexander seconded a motion to schedule to first Decennial Committee Meeting on Tuesday, May 16, 2023 at 7:00 p.m. as part of the scheduled Regular Board Meeting.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**XI. NEW BUSINESS**

**A. Breaks Policy-Revised**

**B. Work Week Policy –Revised**

Director Jakacki explained the changes to the two policies. Most changes were mainly to update and clarify language; however, for the break policy, new state labor laws regarding breaks for shifts over 7.5 hours and breaks for nursing mothers needed to be incorporated.

Reilly moved, and Leccese seconded a motion to approve the Breaks Policy and Work Week Policy as presented

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**C. Nominating Committee**

Director Jakacki informed the Board that the May 2023 meeting, which is the first meeting the month after the election, would need to be our organizational meeting, and we would need to elect officers. The Board needs to form a nominating committee to present a slate of officers to be voted on at that meeting.

Reilly moved, and Weingart seconded a motion to appoint the Board as a Whole to the Nominating Committee.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

**XII. EXECUTIVE SESSION**

To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1).

No Executive Session was held.

**XIII. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION**

**ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**

**XIV. ADJOURNMENT**

Murphy moved, and Alexander seconded a motion to adjourn the meeting at 7:51 p.m.

**Roll Call vote:**

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

**Motion Passed**

APPROVED by the Board of Trustees this 18th day of April, 2023.

AYES: 7- Alexander, Grala, Leccese, Murphy, Reilly, Stone, Weingart

NAYES: 0-

ABSTAIN: 0-

ABSENT: 0-

Approved,



Monica Leccese, Secretary

McHenry Public Library District Board of Trustees