



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

Date: Tuesday, March 24, 2026
Time: 7:00 p.m.
Location: Meeting Rooms #135 & #136

I. CALL TO ORDER – Charles Reilly, President

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

Vice President Alexander will serve as Treasurer Pro Tem.

II. ROLL CALL – Monica Leccese, Secretary

A. Roll Call

Roll was called.

Members Present: Bud Alexander, Victor Jimenez Carrillo, Monica Leccese, Jim O'Hagan, Charles Reilly, Vickie Schutze

Members Absent: Terry Weingart

Also Present: Lesley Jakacki, Executive Director
Jennifer May, HR Generalist
Sandra Mendez Barradas, Administrative Assistant
Kathy Milfajt, Technical Services Department Manager
John Shales, SMC Construction Services

III. PLEDGE OF ALLEGIANCE

IV. CORRECTIONS OR ADDITIONS TO THE AGENDA

None.

V. PUBLIC COMMENT AND RECOGNITION OF VISITORS

No public comment.

VI. SECRETARY'S REPORT – Monica Leccese, Secretary

A. Approval of Minutes of the February 17, 2026, Regular Meeting

Secretary Leccese stated that she reviewed the Minutes of the February 17, 2026, Regular Meeting and found no changes necessary.

O'Hagan moved, and Jimenez Carrillo seconded the motion to approve the Secretary's Report.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, Schutze

Nays: None

Abstain: O'Hagan

Absent: Weingart

Motion Passed

VII. TREASURER'S REPORT – Bud Alexander, Treasurer Pro Tem

A. Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for February/March 2026, Additional Bills, and Petty Cash and Credit Card Reports

Treasurer Pro Tem Alexander stated that he reviewed all financials and found everything to be in order.

B. Tax Year 2025 - Final Tax Computation Report for FY 2026/27

Director Jakacki highlighted that MPLD received the Final Computation Report for tax year 2025 and we are due to receive over \$4.1 million in our corporate extension and around \$14,000 in revenue recapture.

Jimenez Carrillo moved, and Leccese seconded the motion to approve the Treasurer's Report.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

VIII. COMMUNICATIONS

IX. OLD BUSINESS

X. NEW BUSINESS

A. Parking Lot and Skylight Projects

1. Parking lot project review of issues and potential solutions by John Shales, SMC Construction Services

John Shales shared with the Board that 10 of the 12 soil borings done in the Library parking lot revealed a combination of poorly compacted fill materials and black dirt right underneath the gravel, which has caused a number of issues and greatly impacted the longevity of the whole parking lot. John explained that the full-depth removal of the topsoil would not be economically feasible. So, the proposed solution is to go back in with an additional foot of stone and a geotextile fabric, which will help bridge the softer soil and fix the issues.

Cost and scope of work for the Skylight Replacement Project were also briefly reviewed since it is now a combined project along with the parking lot replacement.

Jimenez Carrillo moved, and Leccese seconded the motion to move forward with the Parking Lot and Skylight Replacement Project.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

2. Project Management Contract Amendments

Amendments were made to the Project Management Contract from SMC mainly in regards to the scope of work, dates, and estimated costs due to increase in labor and prices.

Alexander moved, and Schutze seconded the motion to approve the Parking Lot and Skylight Replacement Project Management Contract amendments.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

B. National Library Week Proclamation/ Proclamación de la Semana Nacional de las Bibliotecas

Every year MPLD passes the National Library Week Proclamation, which is sponsored by the American Library Association to reaffirm the importance of libraries in the communities. This year, National Library Week will take place from April 19 to 25, 2026.

Schutze moved, and Jimenez Carrillo seconded the motion to approve the National Library Week Proclamation(s).

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

C. Legal Representation Engagement

MPLD has used Ancel Glink for special counsel over the last few years and has found their services to be very satisfactory. As municipal law becomes more complex, we need a law firm that specializes in that. So, we would like to move to a regular engagement with Ancel Glink. Director Jakacki explained that the cost of services would be the same as it is for special counsel and that there would be additional benefits, such as receiving proposals for new policies or advice based on law changes, among others.

O'Hagan moved, and Jimenez Carrillo seconded the motion to approve the Legal Representation Engagement with Ancel Glink.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

D. Salary Benchmarking Proposal

The Library would like to complete a salary benchmark to ensure that our salaries and benefits are competitive and that new staff are placed equitably within a salary range. Director Jakacki shared Salary Benchmarking Proposals from HR Source and Organizational Architecture with the Board. Her recommendation is for Organizational Architecture because they have a more thorough method for evaluation and implementation, and they are able to begin working on the project much sooner.

Jimenez Carrillo moved, and Leccese seconded the motion to approve the Salary Benchmarking Proposal from Organizational Architecture at a cost of \$10,000.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

E. Strategic Planning Requests for Proposals Draft

Director Jakacki shared a draft of a request for proposals for strategic planning, which would be sent out to firms and consultants. She asked the Board for feedback on items they would like included or do not want a strategic plan to cover. After some discussion, the Board agreed that the request needed no changes and that they would like to be sent all proposals received and be informed of which ones the Library considers to be the top three.

F. Patron Incidents

Director Jakacki shared an update on an individual with whom the Library has had multiple incidents. Due to increased issues with behavior, a no trespassing order was issued against the individual.

XI. LIBRARIAN'S REPORT

A. Librarian's Report

Director Jakacki shared that in the statistical infographic, there was a 9% increase in new card registrations and Library attendance compared to February 2025. There was an 82% decrease in program attendance due to multiple Youtube videos going viral last year. Circulation of physical items went up 1.4% and use of e-materials went up 10.5%.

Director Jakacki shared the following updates from the Librarian's Report:

- S. Mendez has been meeting with the business office manager from another Library as part of the mentorship program through the Library Administrative Assistants Networking Group (LAANG).
- L. Jakacki attended the CCS (Catalog Consortium) Governing Board on February 11.
- A. Mesino and L. Jakacki, along with M. Spaargaren and A. Stansbury, attended the State of McHenry Address on February 25.
- Registration for Library Lovers Expedition has been consistent, and at the halfway mark, has outpaced last year by 4%.

B. Staff Continuing Education Reports

Director Jakacki shared Continuing Education Reports from B. Salazar and J. May.

XII. EXECUTIVE SESSION

Alexander moved, and Jimenez Carrillo seconded the motion to enter into an Executive (closed) Session at 8:42 p.m. for the following purpose:

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21)

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

Alexander moved, and Schutze seconded the motion to leave the Executive (Closed) Session at 8:45 p.m.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None
Absent: Weingart
Motion Passed

XIII. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

A. Disposition of Executive Session Minutes and/or Recordings

1. Approval and Release of Executive (Closed) Session Minutes

A motion was made and seconded to approve and release the 09/16/2025 and 10/21/2025 Executive (Closed) Session minutes.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

2. Destruction of Executive (Closed) Session Recordings

O'Hagan moved, and Jimenez Carrillo seconded the motion to destroy the verbatim audio recordings of the 02/20/2024, 03/20/2024, and 07/16/2024 Executive (Closed) Sessions.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

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

None.

XV. ADJOURNMENT

Alexander moved, and Leccese seconded the motion to adjourn the meeting at 8:47 p.m.

Roll Call Vote:

Ayes: Alexander, Jimenez Carrillo, Leccese, Reilly, O'Hagan, Schutze

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

APPROVED by the Board of Trustees this 21st day of April, 2026

AYES: 6 - Alexander, Jimenez Carnillo, Leccese, O'Hagan, Reilly, Schutze

NAYS: 0

ABSTAIN: 0

ABSENT: Weingart

Respectfully Submitted,

Monica Leccese
Monica Leccese, Secretary