



**McHENRY PUBLIC  
LIBRARY DISTRICT**  
WISDOM • KNOWLEDGE • DREAMS

McHenry Public Library District  
809 Front Street  
McHenry, Illinois 60050  
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**McHenry Public Library District  
Board of Library Trustees Regular Meeting  
MINUTES**

**Date:** Tuesday, May 19, 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.

Trustee O'Hagan will serve as Secretary Pro Tem.

**II. ROLL CALL – Secretary Pro Tem**

**A. Roll Call**

Roll was called.

**Members Present:** Bud Alexander, Victor Jimenez Carrillo, Jim O'Hagan, Charles Reilly, Terry Weingart

**Members Absent:** Monica Leccese, Vickie Schutze

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

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

**VI. SECRETARY'S REPORT – Jim O'Hagan, Secretary Pro Tem**

**A. Approval of Minutes of the April 21, 2026, Regular Meeting**

Secretary Pro Tem O'Hagan stated that he reviewed the Minutes of the April 21, 2026 Regular Meeting and found no changes necessary.

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

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None  
Abstain: None  
Absent: Leccese, Schutze

**Motion Passed**

**VII. TREASURER'S REPORT – Terry Weingart, Treasurer**

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

Treasurer Weingart stated that for the ten months ended April 30, 2026, revenue was \$4,761,000 (81% of budget), operating expenditures were \$2,377,000 (51% of budget), capital expenditures were \$526,000 (30% of budget), and total surplus is \$2,384,000.

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

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None

Abstain: None

Absent: Leccese, Schutze

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** City of McHenry, Removal of Property from Downtown TIF District

Letter from the City of McHenry regarding the removal of a property from the Downtown TIF district to avoid a conflict of interest.

**B.** Donna M. Kurtz, McHenry County Treasurer-- 2026 Distribution Dates For 2025

Letter from the McHenry County Treasurer with the 2026 distribution dates for 2025 taxes.

**C.** Letter to Arc Limited Family McDonald's - Recognition of Donation

**D.** Letter to Classic Cinemas - Recognition of Donation

**E.** Letter to Kane County Cougars - Recognition of Donation

**F.** Letter to Menchie's Frozen Yogurt - Recognition of Donation

**G.** Letter to Texas Roadhouse - Recognition of Donation

**H.** Letter to Xtreme Wheels - Recognition of Donation

**Items C through H:** Letters of recognition to various businesses for their donation of coupons and tickets in support of our Summer Reading Program.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

There was an increase in most stats compared to April of 2025 due to the Library being open during less hours then for completion of carpet replacement. E-materials

went up close to 17% and new library card registrations stayed pretty flat. Database searches saw a big increase compared to last year due to a lot of interest in the different software tutorials offered through Niche Academy as well as our local history collection.

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

- AARP finished their tax season with 450 appointments conducted at MPLD.
- B. Sullivan visited the ILL associate at Algonquin Public Library in order to learn about their interlibrary loan procedures.
- In April, we held our second in-service training session of the 2026 calendar year. C. Jimenez and L. Martinez guided us through a BiblioCore training, and J. May ended the morning session with an all-staff workshop, "From Stuck to Unstoppable."
- IT sent out a survey to staff requesting feedback to help improve our internal site and received lots of valuable feedback.
- Youth Services and Circulation staff attended District 15's Kindergarten Kickoff events at four area schools.

**B. Staff Continuing Education Reports**

Director Jakacki shared several Continuing Education Reports from staff.

**X. OLD BUSINESS**

**A. Project Updates**

Director Jakacki share some updates regarding the Parking lot and Skylight Replacement Projects, as well as the Compensation Benchmarking Study.

**XI. NEW BUSINESS**

**A. Policies**

**1. Display, Exhibits, and Public Gallery Wall and Application**

The policy was revised to clarify the relationship between the Library and exhibitors by detailing roles, responsibilities, and expectations and includes an application process. After some discussion, the word "waives" will be replaced with "disclaims" in the first bullet point under the Insurance and Security section of the revised policy as well as the last check box in the application.

Weingart moved, and Alexander seconded the motion to approve the revised Display, Exhibits, and Public Gallery Wall and Application policy as modified.

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None

Abstain: None

Absent: Leccese, Schutze

**Motion Passed**

**B. Ordinance No. 2025/2026-05 Calendar of Regular Meetings for the Board of Library Trustees for Fiscal Year 2026/27**

Annual ordinance to set the Regular Board Meeting calendar for the next fiscal year. Meetings will continue to be on the third Tuesday of every month at 7 p.m. There are no election days that fall on those dates, so no modifications are needed.

Jimenez Carrillo moved, and Weingart seconded the motion to approve Ordinance No. 2025/2026-05 Calendar of Regular Meetings for the Board of Library Trustees for Fiscal Year 2026/27.

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None

Abstain: None

Absent: Leccese, Schutze

**Motion Passed**

**C. Reserve Fund**

**1. Memo to Board of potential uses of the Special Reserve Fund**

Director Jakacki shared a list of remaining tasks from the Facilities Plan to be completed this fiscal year, along with actual costs for work already completed. She also shared a list of recommended work for the 2026-2027 Fiscal Year.

**2. Resolution No. 2025/2026-06 A Resolution to Transfer Money to The Special Reserve Fund**

Resolution to approve the second transfer of \$425,000.00 to the Special Reserve Fund as budgeted and recommended by the library accountant.

Alexander moved, and Weingart seconded the motion to approve Resolution No. 2025/2026-06 A Resolution to Transfer Money to The Special Reserve Fund.

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None

Abstain: None

Absent: Leccese, Schutze

**Motion Passed**

**XII. EXECUTIVE SESSION**

The Board did not enter Executive Session.

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

None.

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

**XV. ADJOURNMENT**

Weingart moved, and Jimenez Carrillo seconded the motion to adjourn the meeting at 8:24 p.m.

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, O'Hagan, Reilly, Weingart

Nays: None

Abstain: None

Absent: Leccese, Schutze

**Motion Passed**

APPROVED by the Board of Trustees this 16th day of June, 2026


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

NAYS: 0

ABSTAIN: 0

ABSENT: Weingart

Respectfully Submitted,

  
Monica Leccese, Secretary