



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

McHenry Public Library District  
809 Front Street  
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[www.mchenrylibrary.org](http://www.mchenrylibrary.org)

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

**Date:** Tuesday, December 16, 2025  
**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.

**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, Terry Weingart

**Members Absent:** None

**Also Present:** Lesley Jakacki, Executive Director  
Jennifer May, HR Generalist  
Sandra Mendez Barradas, Administrative Assistant

**III. PLEDGE OF ALLEGIANCE**

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

None.

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

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

**A. Approval of Minutes of the November 18, 2025, Regular Meeting**

Secretary Leccese stated that she reviewed the Minutes of the November 18, 2025, Regular Meeting and found no changes necessary.

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

**Roll Call Vote:**

Ayes: Alexander, Jimenez Carrillo, Leccese, O'Hagan, Reilly, Schutze, Weingart  
Nays: None

Abstain: None

Absent: None

**Motion Passed**

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

**A.** Approval of Monthly Financial Statements, Interim Check Report, and Bill Reports for November/December 2025, Additional Bills, and Petty Cash and Credit Card Reports

Treasurer Weingart shared that for the five months ended November 30, 2025, revenue was \$4,209,000 (71% of budget), expenditures were \$1,144,000 (24% of budget), and total surplus is \$3,037,000.

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

**Roll Call Vote:**

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** Letter to FISH of McHenry

Letter to FISH of McHenry presenting them with a check for \$1,005, which was raised through the half-price fines event the Library held from November 1-15.

**B.** BuddyZ Pizzeria - Recognition of Donation

Letter of Recognition to BuddyZ Pizzeria for their donation of different coupons to use as incentives for our Winter Reading Program.

**C.** MJG Enterprise - Recognition of Donation

Letter of Recognition to the McHenry Burger King for their donation of different coupons to use as incentives for our Winter Reading Program.

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

Director Jakacki shared that in the statistical infographic, there was a 23% increase in foot traffic, a 10% decrease in physical material checkouts, and an 8% increase in e-material checkouts compared to this time last year, showing a continuing rise in use of e-materials. There was an almost 50% decrease in program attendance due to a couple of storytimes going viral on YouTube last year. There was also a 67% increase in database use.

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

- Director Jakacki attended the Friends of the Library meeting in November where they approved \$8,000 to help fund the Library's 2026 summer and winter reading programs, and donated \$10,000 towards our outreach vehicle pilot program.
- Donna Kurtz, McHenry County Treasurer, presented The ABCs of Property taxes, which was a very popular program at the McHenry Library in November with 47 attendees.
- We had preventative maintenance on our HVAC system and replacement to two heat exchangers was scheduled for December 17.
- We decorated our tree for the Chamber of Commerce's Festival of Trees at the Parks and Recreation building. Every non-perishable item donated under our tree is equivalent to one vote towards who has the best tree.

**B. Staff Continuing Education Reports**

- J. May attended Train the Trainer: Developing, Implementing, and Evaluating Training Sessions at the University of Wisconsin-Milwaukee.
- M. Spaargaren attended the 3-day 2025 CORE Forum in Denver, Colorado focused on leadership, project management, cataloguing services, and long-term planning.
- A. Messino attended the Library Marketing Conference in Indianapolis, IN, from November 11-12.

**C. Illinois Library Association's Library Legislative Meetups handouts**

Director Jakacki attended the Illinois Library Association's Library Legislative Meetup in Dekalb where state and federal legislators meet with Library trustees and directors to discuss how they are supporting libraries in Illinois. She shared with the Board handouts that were provided during the meetup.

**X. OLD BUSINESS**

At the November meeting, the Board voted to allow the Library a budget to purchase an outreach vehicle. Director Jakacki had provided the Board with a listing for a transit van being sold by the Barrington Public Library as an example of the type of vehicle the Library was looking to purchase. The van was still available after the December Board meeting, so an appointment was made to do a test drive, and it was purchased for \$7,500, plus \$199.95 for an inspection.

A few months ago, the Board approved SMC Construction Services to work on the facilities master plan. John Shales did a walkthrough of the building with a few other experts in October. Director Jakacki received the preliminary report and is currently reviewing it. Once she is done reviewing it, John Shales will be ready to present the plan at an upcoming Board meeting.

**XI. NEW BUSINESS**

**A. Trustee Training**

1. Annual Sexual Harassment Prevention Training

J. May, HR Generalist, facilitated the Annual Sexual Harassment Prevention Training to the Board.

**B. Open Meetings Act and Freedom of Information Act amendments; Illinois Public Act 104-0438**

At the beginning of December, Governor Pritzker signed a new bill amending the Open Meetings Act and Freedom of Information Act. The changes will take effect on January 1, 2026. Director Jakacki reviewed these changes with the Board.

**C. Executive Director Goals**

During the November Board meeting, Trustee O'Hagan had mentioned, in relation to Director Jakacki's performance evaluation which took place at the October meeting, that it would be good idea for her to have written objectives covering the things that are most important in her role during the current fiscal year, rather than just goals for the Library as a whole. He said that this would help improve communication between her and the Board and help the Board understand her role better.

Director Jakacki expanded on the smart goals that she had included in the statement for her evaluation and reviewed them with the Board.

**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**

Alexander moved, and Weingart seconded the motion to adjourn the meeting at 8:45 p.m.

**Roll Call Vote:**

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

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**APPROVED** by the Board of Trustees this 20th day of January, 2026

**AYES:** 7 - Alexander, Jimenez Carrillo, Leccese, O'Hagan, Reilly, Schutze, Weingart

**NAYS:** Ø

ABSTAIN: *Ø*

ABSENT: *Ø*

Monica Leccese, Secretary

Respectfully Submitted,

Monica Leccese