



McHenry Public Library District

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MINUTES McHenry Public Library District Board of Library Trustees Regular Meeting

Date: April 18, 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 7:01 p.m.

II. ROLL CALL – Monica Leccese, Secretary

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

Also Present: Tom Coughlin, Governmental Accounting, Inc.
Lesley Jakacki, Executive Director
Jennifer May, HR Generalist
Michael Schnaebele, Building Services Manager

III. PLEDGE OF ALLEGIANCE

IV. CORRECTIONS OR ADDITIONS TO THE AGENDA

No public comments.

V. PUBLIC COMMENT AND RECOGNITION OF VISITORS

VI. SECRETARY'S REPORT – Monica Leccese, Secretary

A. Approval of Minutes of the March 21, 2023, Regular Meeting.

Secretary Leccese informed the Board that she found no corrections needed to the minutes of the March 21, 2023, Regular Meeting.

Stone moved, and Murphy seconded a motion to approve the Minutes of the March 21, 2023, Regular Meeting.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

VII. TREASURER'S REPORT – Delphine Grala, Treasurer

A. Tom Coughlin, Governmental Accounting, Inc.- Quarterly Review of Finances

Tom Coughlin of Governmental Accounting, Inc. provided the Board with a review of the Library's finances as we are 75% through the fiscal year. He reviewed the Library's revenues and expenses thus far, focusing on the amount we potentially could have in surplus at the end of the year. He also provided information about the increase in interest revenue the Library is making from their Old National accounts.

B. Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for March/April 2023, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Grala followed up on the accountant's report by highlighting the bank card statement, reimbursements, and night of the Board meeting report. She inquired about the purchase from Lenovo on the bank card statement. Director Jakacki informed the Board that it was for purchasing five new departmental laptops to replace aging equipment.

Leccese moved, and Weingart seconded a motion to approve the Monthly Financial Statements, Interim Check Report, and Bill Reports for March/April 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, Stone, Weingart

Nays: None

Abstain: None

Absent: None

Motion Passed

VIII. COMMUNICATIONS

IX. LIBRARIAN'S REPORT

A. Librarian's Report

Director Jakacki shared with the Board the following highlights from the Librarian's Report.

- Library Lover's Expedition wrapped up at the end of March. The response to the program was overwhelming, with the total program having over 1,500 participants and almost 800 patrons visiting our Library while completing the expedition.
- The Discovery Hub reopened at the beginning of March to much positive response from patrons.
- Alie Stansbury will be the Library's new Youth Services Manager and begins on April 10.

B. Updates on Projects

Director Jakacki shared with the Board the following project updates

- The Library has sent out an RFP for financial auditing services.

- The StoryWalk at Knox Park was unveiled on April 7, 2023, to much fanfare. Over 120 children and families attended the storytime and ribbon cutting. Trustee Alexander was in attendance at the grand opening and complimented the staff on the project, the storytime, and how great it was to see first-hand how the patrons respond to a new library service.
- The Library is hosting a free community shredding event on Sat., April 29, 23 from 10-12. This event typically is one of the Library's most well-attended.
- Route 31 and IDOT– The Comptroller's office issued the check from IDOT, and the Library is waiting to receive the funds. However, there has been no update on the proposed start of construction.
- The Library installed a new centralized thermostat service replacing an obsolete system. This will help us control the temperature in the library better as well as heating and cooling costs.

X. OLD BUSINESS

A. Decennial Committee on Local Government Efficiency Act (Public Act 102-1088)

Director Jakacki reminded everyone that the committee's first meeting would occur on Tuesday, May 16, 2023, as part of the regular board meeting.

XI. NEW BUSINESS

A. Review and disposition of verbatim recordings of regular board meetings held remotely under State Executive Orders

Alexander moved, and Murphy seconded a motion to approve disposition of verbatim recordings of regular board meetings of April 20, 2021, May 18, 2021, and June 15, 2021 held remotely under State Executive Orders.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

B. Fiesta Day's Parade on July 23, 2023 Library Closure

Director Jakacki informed the Board that this is our annual request to close the Library so staff can participate in the Fiesta Days Parade. This year the parade is on Sunday, July 23, 2023.

Weingart moved, and Grala seconded a motion to approve closing the Library on July 23, 2023, to the public so staff could participate in the Fiesta Days Parade.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

C. Resolution FY 2022/2023-5 Declaring Vacancy Board of Library Trustees

Murphy moved, and Grala seconded the motion to approve Resolution FY 2022/2023-5 Declaring Vacancy Board of Library Trustees.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

D. Plan to fill Vacancy in Board of Library Trustees

Trustee Murphy informed the Board that she has sold her home, and her new permanent residence will be outside the Library District's boundaries; therefore, she is resigning her position on the Board, with this meeting being her last.

Director Jakacki informed the Board that they would need to declare the vacancy of Trustee Murphy's position at the May Board Meeting. She also reviewed the Library's plans to advertise vacancies in the e-newsletter, social media, and digital signage. She would also be available to discuss the position with any potential candidates.

Some Board members have stated that they have already mentioned the vacancies to community members and encouraged them to apply.

E. FY 2023/24 Budget

1. Tax Computation Report

Director Jakacki reviewed the final tax computation report provided by the McHenry County Clerk's office regarding 2022 tax collections for Library's FY 2023/24 budget. Tax collection accounts for almost 95-98% of the Library's annual revenue.

2. Employee Compensation Budget

Director Jakacki shared the employee compensation budget spreadsheet with the Board. She had prepared three options for employee compensation plans for FY 23/24 that would all work within the limits of the budget for salaries and fringe benefits. The library's goal is to maintain the percentage spent on salaries and fringe benefits consistent year-to-year and provide employees with a mix of COLA and merit increases.

Alexander motioned, and Weingart seconded to approve option 3 (2% COLA and up to 3% merit increase for eligible employees) for employee compensation for FY2023/24.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None
Motion Passed

F. National Library Week 2023 Proclamation

Leccese moved, and Grala seconded a motion to approve the National Library Week 2023 Proclamation.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

Resolution FY 2022/2023-6 Honoring Trustee Delphine Grala

President Reilly read the resolution Honoring Trustee Delphine Grala aloud and was followed by many accolades and words of appreciation for Trustee Grala's service from fellow trustees.

Stone moved, and Leccese seconded a motion to approve Resolution FY 2022/2023-6 Honoring Trustee Delphine Grala.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

G. Resolution FY 2022/2023-7 Honoring Trustee Jill Stone

President Reilly read the resolution Honoring Trustee Jill Stone aloud and was followed by many accolades and words of appreciation for Trustee Stone's service from fellow trustees.

Murphy moved, and Grala seconded a motion to approve Resolution FY 2022/2023-7 Honoring Trustee Jill Stone

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

XII. EXECUTIVE SESSION

Alexander moved, and Reilly seconded a motion to enter into Executive session at 8:15 p.m. 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).

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

Alexander moved, and Weingart seconded a motion to leave Executive Session at 8:26 p.m.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

XIII. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

No action taken.

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

XV. ADJOURNMENT

Murphy moved, and Grala seconded a motion to adjourn the meeting at 8:27 p.m.

Roll Call vote:

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

Nays: None

Abstain: None

Absent: None

Motion Passed

APPROVED by the Board of Trustees this _____ day of _____, 2023.

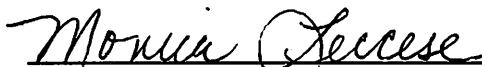
AYES:

NAYES:

ABSTAIN:

ABSENT:

Approved,



Monica Leccese, Secretary

McHenry Public Library District Board of Trustees