



McHenry Public Library District
809 Front Street
McHenry, Illinois 60050
Phone: 815.385.0036

MINUTES
McHenry Public Library District
Board of Library Trustees
Regular Meeting

Date: September 19, 2023
Time: 7:00 p.m.
Location: Meeting Rooms #135 & #136

I. CALL TO ORDER – Charles Reilly, President

President Reilly called the regular meeting to order at 7:03 p.m.

II. ROLL CALL – Monica Leccese, Secretary

Roll was called.

Members Present: Bud Alexander, Monica Leccese, Michele Madsen, Charles Reilly, Thomas Sutliff, Nikki Wallace

Members Absent: Terry Weingart

Also Present: Lesley Jakacki, Executive Director
Jennifer May, HR Generalist
Stephanie Nowalk, Administrative Assistant
Zach Terrill, Adult Services Manager

III. PLEDGE OF ALLEGIANCE

IV. CORRECTIONS OR ADDITIONS TO THE AGENDA

Director Jakacki stated that the agenda sent to the board contains a Decennial meeting item in error and will not be discussed at this meeting.

V. PUBLIC COMMENT AND RECOGNITION OF VISITORS

No public comments.

VI. OATH OF OFFICE FOR NIKKI WALLACE

As a newly appointed trustee, Nikki Wallace took her official oath of office.

VII. SECRETARY'S REPORT – Monica Leccese, Secretary

A. Approval of Minutes of the August 15, 2023, Regular Meeting.

Secretary Leccese informed the Board that she reviewed the minutes from the August 15, 2023, regular meeting and noted Trustee Madsen was Secretary Pro Tem for that meeting. Leccese stated no changes were needed to the minutes and then deferred to Trustee Madsen, who agreed no changes were needed.

Madsen moved, and Alexander seconded the motion to approve the August 15, 2023, Regular Meeting Minutes.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

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

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

Vice President Alexander stated that after his review of the financial reports, all figures seem to be in order and proper. Vice President Alexander had no additional questions or comments.

Secretary Leccese posed a question regarding a utility bill on page 12 of the Board packet, noting an increase compared to the prior year. Director Jakacki responded that August was the warmest month of the year, causing increased air conditioning usage and contributing to the billed amount.

Leccese moved, and Sutliff seconded the motion to approve the Treasurer's Report, including Monthly Financial Statements, Interim Check Report and Bill Reports for August/September 2023, Additional Bills, and Petty Cash and Credit Card Reports.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

IX. COMMUNICATIONS

- A.** Director Jakacki summarized a patron's letter that was received regarding his disagreement with the library's position on LGBTQ+ materials in the library's collection.

X. LIBRARIAN'S REPORT

- A.** Director Jakacki shared the following items from the Librarian's Report:
- August was quiet in terms of programming.
 - B. Salazar, School Services liaison for MPLD's Youth Services Department, visited 16 classrooms to conduct story times or book talks.
 - Summer reading program was completed for the season.
 - Summer meal service finished in mid-August. 610 meals were provided since June.
 - Northern Illinois libraries have recently experienced numerous bomb threats through online chat and email services. MPLD has not received any threats, and incidents in the area have all been determined to be hoaxes.

Director Jakacki discussed current protocols and noted that she has contacted the McHenry Police Chief for updated procedure recommendations.

1. Share A Service with Zach Terrill, Adult Services Manager - PCs for People

Zach Terrill shared a presentation on PCs for People, including details of the non-profit, the mission, the community impact, and what the partnership with MPLD looks like moving forward.

B. Updates on Projects

1. Partnership with McHenry Moose Lodge #691

Vice President Alexander shared that he and Zach Terrill had attended a Moose Lodge meeting to discuss a partnership for a future paper-shredding event, likely Spring 2024, and field questions from members. During the meeting, members voted unanimously in favor of a partnership with the library. Details of the event will be determined at a future date.

XI. OLD BUSINESS

A. Fire panel replacement quote

Director Jakacki shared the additional information previously requested by the Board regarding the Advanced Fire Protection & Safety quote.

After further consideration of cost, the Board requested itemized quotes and additional quotes from other providers. The discussion was then tabled until the October meeting.

XII. NEW BUSINESS

A. FY 2023/2024 Budget

Adoption of ordinance 2023/2024-04: Combined Annual Budget and Appropriation Ordinance For The McHenry Public Library District For The Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024.

Director Jakacki informed the Board that no changes have been made since the Board reviewed the tentative ordinance at the July regular meeting.

Sutliff moved, and Leccese seconded the motion to approve ordinance 2023/2024-04: Combined Annual Budget and Appropriation Ordinance For The McHenry Public Library District For The Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

B. Certificate of Estimated Revenues by Source FY 2023-2024

The Certificate is part of the ordinance process and will be signed by Treasurer Weingart.

C. Levy Discussion

Director Jakacki provided the Board with prior year comparisons, future assessment estimates, and the rates of neighboring libraries.

Board requested time to study the 2024/2025 levy information further and tabled the discussion until the October meeting.

D. National Friends of the Library Week Proclamation

Director Jakacki shared that Oct. 15-21 is National Friends of the Library week and drafted a proclamation to honor their service this year to the library.

Alexander moved, and Wallace seconded the motion to approve the National Friends of the Library Week Proclamation.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

E. Long-Term Loan Agreement with the British Interest Group of Wisconsin and Illinois (BIGWILL)

Director Jakacki stated we are updating our agreements with the genealogy societies that make their collections available in our local history room. The Board of BIGWILL already approved this agreement.

Madsen moved, and Leccese seconded the motion to approve the Long-Term Loan Agreement with the British Interest Group of Wisconsin and Illinois.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

XIII. EXECUTIVE SESSION

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)

Reilly moved, and Alexander seconded the motion to enter into an Executive (closed) session at 8:01 p.m.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

Reilly moved, and Sutliff seconded the motion to leave the Executive (closed) session at 8:09 p.m.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

XIV. ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION

A. Approve Executive Session Minutes

Madsen moved, and Alexander seconded the motion to approve Executive Session Minutes for 1/17/2023, 4/18/2023, 5/16/2023, 6/20/2023, 7/18/2023, and 8/15/2023.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

B. Approve the release of the Executive Session Minutes

Madsen moved, and Reilly seconded the motion to approve the release of Executive Session Minutes for sessions on 7/20/2021, 8/24/2021, 9/21/2021, 2/15/2022, 3/15/2022, 1/17/2023, 4/18/2023, 5/16/2023, 6/20/2023, 7/18/2023, and 8/15/2023.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

C. Approve destruction of verbatim Executive Session audio recordings

Madsen moved, and Reilly seconded the motion to destroy verbatim Executive Session audio recordings for sessions 7/20/2021, 8/24/2021, 9/21/2021, and 2/15/2022.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

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

Open discussion regarding new and upcoming building projects in the community and surrounding area as mentioned in the State of McHenry Address.

XVI. ADJOURNMENT

Alexander moved, and Leccese seconded the motion to adjourn the meeting at 8:17 p.m.

Roll Call vote:

Ayes: Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace

Nays: None

Abstain: None

Absent: Weingart

Motion Passed

APPROVED by the Board of Trustees this 17th day of October, 2023.

AYES: 7 - Alexander, Leccese, Madsen, Reilly, Sutliff, Wallace, Weingart

NAYES: 0

ABSTAIN: 0

ABSENT: 0

Approved,

Monica Leccese

Monica Leccese, Secretary

McHenry Public Library District Board of Trustees