

WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, FEBRUARY 24, 2025
7:00 P.M.

A. CALL TO ORDER: President Weninger called the meeting to order at 7:02 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Patricia Weninger, President; Diane Kelsey, Secretary; Corrine Jakacki, Treasurer; and Richard Bloom and Scott Grotto, Members.

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Michael Novy, Technical Services.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - January 27, 2025: Ms. Jakacki moved to approve the Minutes of January 27, 2025; seconded by Mr. Grotto. The minutes were approved as read. Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: Joseph Sheehan.

E. PUBLIC COMMENTS: Mr. Sheehan stated he is running for Mayor of West Chicago. He loves libraries and regularly visits and spends time at local libraries. He thanked the library board and staff for all they do in operating the West Chicago Public Library District.

F. AGENDA - ADDITIONS/DELETIONS: None.

G. TREASURER'S REPORT:

1. Approval of the Bills for February 2025: Ms. Jakacki moved that the board approve the payment of the bills in the amount of \$268,488.55; seconded by Mr. Grotto.

Roll Call Vote - Yes: Bloom, Grotto, Jakacki, Kelsey, Weninger. Motion carried.

2. Financial Statements for January 2025: Ms. Jakacki stated the Library is 58% through the current fiscal year. The Library has received 97% of its budgeted revenues from property taxes. Expenditures have been paid at a rate of 53%.

H. COMMUNICATIONS:

1. The Library's law firm provided the Board and staff notification of the board transition following the consolidated election. Per statute, the terms for trustees in library districts begin as of the third Monday in May; however, Director Weseloh stated it has been the

practice of the West Chicago Library that, since the board meets the fourth Monday of the month, the current board stays seated until the fourth meeting to approve the Minutes and the bills, and then the board transitions to seat the new trustees after they are sworn into office. That is how the board will move forward in May of this year.

I. REPORTS:

1. President's Report: President Weninger stated there will not be a manager's report at the February board meeting because the scheduled, manager was unable to attend the board meeting.

2. Library Director: Director Weseloh stated that the Library is about \$110,000 under its projected budgeted revenue. Interest income continues to track ahead of the anticipated revenue line item. Mr. Weseloh submit the paperwork to received the \$11 in unclaimed property from the State. Expected turnaround time to receive these funds is 8 to 12 weeks.

The biannual boiler inspection was completed in January with no issues noted. Ten days later Boiler 1 went into alarm mode, and it alarmed several times over a 7 to 10-day period. The contractor returned, worked all day, and replaced several parts. Boiler 1 has been working fine for five days as of the February board meeting.

The annual elevator inspection was completed January 29, 2025, and the new certificate was provided. Delta Controls was onsite a couple times to work on the Trane VAV boxes to connect with the Building Automation System.

Armbrust Plumbing was onsite to repair a leaking faucet in the Youth Services Department and a broken spout on a drinking fountain in the Adult Services Department.

The new Facilities Assistant began employment at the beginning of February, and he has been accomplishing many projects throughout the building. The Facilities Assistant will attend an upcoming board meeting to meet the trustees. He has moved the book plates out of the basement to an upstairs location.

Mr. Weseloh highlighted staff anniversaries. Some employees who have been pursuing post-secondary education while working at the library are now finding jobs in their fields and leaving their employment at the library. An individual who is pursuing her LTA program at College of DuPage has begun her 75-hour practicum experience at the Library.

Capital projects will restart in April, and the Facilities Assistant

will take the lead on that work, which will allow Mr. Weseloh more time to continue focussing on the library work which he likes to do.

The staff in-service is scheduled March 7, 2025.

The League of Women Voters and the West Chicago Community High School students are hosting a consolidated election candidates forum on March 18, 2025, from 6:00 to 9:00 p.m. at the high school. Candidates for the elected positions of West Chicago Mayor (8:05-9:00 p.m.), Library Board (6:00-6:40 p.m.), and City Council (6:45-7:45 p.m.) will participate in the forum. Enter at Entrance 6.

The parking lot lease between the Library and the City of West Chicago is up for renewal and needs signatures from the Board President and Secretary.

3. Department Managers - No report given.

J. Unfinished Business: None.

K. New Business:

1. Parking Lot Lease Renewal with the City of West Chicago: The five-year lease is due for renewal. The lease contains a 30-day "out" clause if the Library would like to regain the use of the property for any purpose, such as development of the property or Library expansion or remodeling.

The City of West Chicago provides the Library proof of its insurance coverage on this leased property.

Ms. Jakacki moved to approve the parking lot lease renewal with the City of West Chicago; seconded by Mr. Grotto.

Roll Call Vote - Yes. Bloom, Grotto, Jakacki, Kelsey, Weninger. Motion carried.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: None held.

N. ADJOURNMENT: President Weninger stated there was no need for a closed session after the board meeting, and she adjourned the meeting at 7:25 p.m.