

WEST CHICAGO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, FEBRUARY 23, 2026
7:03 P.M.

A. CALL TO ORDER: President Jakacki called the meeting to order at 7:03 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Corrine Jakacki, President; Maureen Navadomskis, Treasurer; Pat Weninger, Secretary; and Aimee Cavataio, Laura Finch and Michael Wonderly, Members.

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Amanda Ghobrial, Assistant Director and HR Manager; Gabriel Cardenas, Circulation Manager; Jennifer Gunn, Adult Services Manager; Luke Sutton, Youth Services Manager; Juan Martinez, Facilities Assistant; Nick Del Giudice, Public Relations Specialist.

C. APPROVAL OF THE MINUTES:

1. Regular Board Meeting - January 26, 2026: Ms. Weninger moved to approve the Minutes of the January 26, 2026 Board Meeting as amended; seconded by Ms. Navadomskis.

- Page 3, Item I-1, the first sentence should read "...thanked the trustees for taking the sexual harassment training."

Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: None.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: Item K-1 New Business, Ordinance 26-01, the appointment of a person to fill the vacancy on the board following Mr. Grotto's resignation was removed from the agenda.

G. TREASURER'S REPORT:

1. Approval of the Bills for February 2026: Ms. Navadomskis moved to approve the payment of the bills in the amount of \$265,978.63; seconded by Ms. Cavataio.

Roll Call Vote - Yes: Cavataio, Finch, Navadomskis, Weninger, Wonderly, Jakacki. Motion carried.

2. Financial Statements for January 2026: The Financial Statements were reviewed during the Director's report, Item I-2.

H. Communications:

1. Letter of Resignation from the Library Board - Scott Grotto submitted his resignation from the Board due to his personal commitments.

I. REPORTS:

1. President: President Jakacki expressed her thanks for Scott Grotto serving on the Library District Board of Directors for several years, and noted that through the time of his resignation he had provided valuable input to the Board specifically and the Library broadly. Mr. Grotto has indicated he would be willing to participate in the future as a community member in West Chicago Library processes for limited initiatives or focus groups.

Ms. Navadomskis has submitted her resignation from the position of Board Treasurer, which she had previously committed to on a temporary basis. She will remain on the Finance Committee.

The Board Vice President customarily serves as the Chair of the Policy Committee; so with Mr. Grotto's resignation from the Board, that office position needs to be filled as well.

President Jakacki and the Library Director have contacted Sufyian Mohammed, who was a candidate for Library District Board Trustee in the 2025 election but who did not receive enough votes to be installed on the Board at that time. Mr. Mohammed is interested in serving on the Board, but he was not available to attend the February Board of Trustees meeting.

2. Library Director: Mr. Weseloh reported that the Library is 58.3% through its fiscal year, and the expenditures are running at 54% of the budgeted amount. The revenues have been received at a level of 97% of the budgeted amount. The remaining revenues, approximately \$100,000, are derived from the services the Library provides to the community, such as printing and faxing, and the Per Capita Grant and PPRT funds the Library receives from the State of Illinois.

The library staff will begin working on the fiscal 2027 draft budget. The initial draft will be presented to the Finance Committee in April; recommended changes from the committee will be incorporated into a second draft which will then be presented to the Finance Committee at its May meeting; and the final Draft Budget will be presented to the full Board at its May regular meeting.

A new electric supply rate of 9.287 cents per kilowatt hour has been secured with Direct Energy for a three-year term beginning April 2026. The current supplier is Dynergy at a rate of 7.865 cents per kilowatt hour. The Library's historical usage is approximately 265,854 kilowatt hours annually.

Director Weseloh attended the SWAN Board Meeting on February 20, 2026. The Library's SWAN fees for fiscal 2027 will increase \$2,368. Aaron Skog, the Executive Director of SWAN, is the chair of the ILA Public Policy Committee; and he reported that the committee is working with the State Legislature to address e-book pricing, trustee training, and increases to grant funds for library systems and school libraries. Illinois Library Association subcommittees are studying the abuse of FOIA and updating the Library Records Confidentiality Act. The SWAN board is working on its next strategic plan.

There are 1,383,655 unique bibliographic records in the SWAN consortium, and 54% of them were published in or after 2010. Circulation across SWAN for the month of January was 609,747 items, which represents 71.4% of the prepandemic count from January 2019. Reciprocal borrowing between SWAN libraries was 17.55% of the total checkouts; and nonSWAN reciprocal borrowing accounted for 3.4% of the checkouts.

Staff met with Sikich to work on creating the Library's technology priorities for the FY 2027 budget. A move of the library's public domain into the cloud environment is being considered because the patron server is at its end of useful life. The Wi-Fi access points are at the end of life, and staff is considering expanding the exterior coverage when they are replaced to accommodate outdoor programming. Multi-factor authentication will be expanded to all employees.

Mr. Weseloh attended the Fox Valley Libraries Directors' meeting, and approximately half of the libraries represented are working on strategic plans; half of those are working on it internally, and half are hiring a consultant. Of the libraries that are completing renovations, several are adding sensory rooms, wellness rooms, and/or more study rooms.

Several of the libraries that are on the Metra West Line are planning to go live with their marketing efforts in March. Train cars will have a QR code displayed which will direct riders to their respective library website to view available materials and programs. The Fox Valley Libraries Directors' group has submitted a RAILS grant for the advertising campaign on behalf of the participating libraries. If the grant award is received, the funds will be used to reimburse participant libraries based on the cost-sharing model they agreed to.

Staff have been in conversation with Cindy Glavin from the University of Illinois Extension regarding installation of a micro pantry on library property. All the plans are established to fulfill this project. The micro pantry is currently being built at a School District 94 shop and is expected to be completed by the end of March 2026.

The ILA Library Trustee Forum will be offering a virtual spring webinar series scheduled on Saturdays, March 7, April 4, and May 9, 2026, from 10:00 a.m. to 12:00 p.m. The cost is \$40 per person for the series, and registration is required. The topics include budgeting, artificial intelligence literacy, and intellectual freedom. Recordings of webinars will be available to the participants after each session.

The launch of the Dolly Parton Imagination Library to advance early childhood literacy is planned at the West Chicago Library on the morning of April 18, 2026, in coordination with WeGo Together for Kids.

3. Department Managers: Written reports from department managers were included in the board packets.

Gabe Cardenas, Circulation Services Manager, made a presentation to the Board on the department's FY 2025 activities and data.

Mr. Cardenas reported that the Library currently has 9,142 registered patrons in a district of 7,436 households. Many households have more than one library card-holder, while other households do not have a library card-holder. The areas with a lower density of patrons registered are the apartments. Six of ten houses have a library card currently. Over the past several years library staff have removed from the database the names of people who had not used the library for more than five years.

Circulation staff manage the library collection, including checking in and checking out items, shelving, tracking items' location, ensuring all materials are available to the patrons. Circulation staff are often the first point of contact for patrons; and staff know it is essential that they provide helpful, friendly service. The department also manages new materials, repairs or replaces damaged materials, and ensures the collection is well maintained and accessible to all.

Circulation staff support library programs and services, such as community events, literacy initiatives, and outreach.

Statistics: 1,018 new library cards were provided to new patron registrants; a total of 158,579 checkouts were processed; 91,000 holds were processed; 64 outreach patrons were reached; more than 1,000 items were donated to library partners; and 31,256 interlibrary loans were processed. Patrons have had a variety of library card styles to choose from when registering, including Disney characters, Snoopy, a solar eclipse, Transformers, and designs from a local artist competition.

Patron Services. The department assisted more than 2,300 patrons with faxing, scanning, and printing; and the staff provided 910 hours of student training.

The material borrowed during 2025 comprises a total dollar value to patrons of \$1.1 million. There were a total of 121,000 checkouts during the calendar year; 37,000 electronic materials checked out; and 224,000 items discharged back to their origination point through interlibrary loan. The majority of patrons visit the library to pick up their hold materials rather than to browse the collection.

Book Donation and Outreach: The library partners with other facilities during the year to share donated items such as DVDs, magazines, books, and audiobooks. The circulation department donated more than 1,000 items last year across 64 outreach patron partners.

Supporting Library Programs: Circulation staff participate in library-wide programs. Staff stock and monitor materials in the Little Free Libraries in the District, which is a means to promote literacy and community engagement.

Eight people comprise the circulation team, six of the team members are Spanish-speakers. 48% of the community speaks Spanish, and 51.5% speak a language other than English at home. The department also offers notarizations and voter registration.

The transition group program within the Circulation Department empowers special education students to reach full potential by providing spatial design instruction, and fostering an inclusive environment for more growth, independence, and success in both academic and life skill. In 2025 the Circulation Department provided 91 hours training per student. The students can stay in the program until they reach 21 years old.

Luke Sutton, Youth Services manager, and Gabe Cardenas have created instruction videos on how to get a library card online and how to use the online services, in both English and Spanish.

J. UNFINISHED BUSINESS:

1. Recommendations for Destruction of Old Closed Minutes: Ms. Weninger reported that she and Ms. Cavataio met as an ad hoc committee on November 8, 2025 and determined that the only Minutes that were close to being eligible for review were from May 28, 2024. At that time a recommendation could not be made because the elapsed time was still under 18 months.

Ms. Weninger stated that at this time she and Ms. Cavataio recommend to the board that the written Closed Session Minutes of May 28, 2024 remain closed and that the audio recording of the meeting be destroyed. Motion carried by unanimous voice vote.

K. NEW BUSINESS:

1. Ordinance 26-01: An Ordinance Declaring a Vacancy and/or Appointing

a Library Trustee: Ms. Finch moved to declare a vacancy of a Library Trustee position; seconded by Mr. Wonderly.
Motion carried by unanimous voice vote.

Ms. Weninger moved that the board approve a slate of candidates for the opening of Vice President, Secretary, and treasurer as follows: Pat Weninger as Vice President; Aimee Cavataio, as Treasurer; and Laura Finch as Secretary. Seconded by Ms. Finch.
Motion carried by unanimous voice vote.

Elections will again be held in May 2026 for positions after the trustee vacancy is filled. President Jakacki noted that committees are very important and that a committee cannot meet if at least two committee members are not in attendance.

L. CLOSED SESSION: None held.

M. RETURN TO OPEN SESSION: None.

N. ADJOURNMENT: President Jakacki stated there was no reason to move into closed session, therefore the board did not; and as such, there was no need to return to open session. The meeting is adjourned at 8:08:00 p.m.