



**Minutes of the  
Regular Meeting of the Board of Trustees  
Wednesday, October 16, 2024, 7:00 p.m.  
Location: Library Meeting Room**

1. Call to order – Trustee DuRocher called the meeting to order at 7:02 p.m.

2. Roll Call: Trustee DuRocher called roll call:

ATTENDING: Trustees DuRocher, Lezon, Picha, Stull

ABSENT: Trustees Richardson, Schmidt and Warren

ALSO ATTENDING: Library Executive Director Jason Stuhlmann, Assistant to the Director Jackie Davis, Public Services Manager Paul Dobersztyn, IT Manager Duncan Jones, Acquisitions and Cataloging MaryKellie Marquez, Member Services Manager Laurie Rex, HR Manager Ian Stevens

3. Approval of the agenda

*MOTION: Trustee Stull moved to approve the agenda as presented. Trustee Picha seconded.*

*Voice vote:*

*Ayes – all*

*Nays – None*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

4. Presentations - none

5. Public comments - none

6. Correspondence - none

7. Consent Agenda

Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the September 18, 2024 Committee of the Whole Meeting
- b. Approve Minutes of the September 18, 2024 Budget & Appropriation Hearing
- c. Approve Minutes of the September 18, 2024 Regular Board Meeting
- d. Receive and file Financial Report for September 2024

*MOTION: Trustee Picha moved to approve the consent agenda as read. Trustee Lezon seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Stull*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

## 8. Regular Agenda

- a. Approve payments for the period of September 19 – October 16, 2024

*MOTION: Trustee Lezon moved to pay invoices in the amount of \$54,712.53 for the period of September 19, 2024 through October 16, 2024 including electronic payments and checks #10179 through #10226. Check #10198 is voided. Trustee Picha seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Stull*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

- b. Approve transfer of funds

*MOTION: Trustee Stull moved to transfer \$125,000 from commercial checking account to operating checking account. Trustee Lezon seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Stull*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

## 9. Unfinished Business

- a. Review Truth in Taxation (TITA) Public Notice and set Public Hearing for Wednesday, November 20, 2024 at 7 pm

*MOTION: Trustee Stull moved to approve the Truth in Taxation Public Notice and set the Public Hearing for Wednesday, November 20, 2024 at 7 pm. Trustee Picha seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Stull*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

## 10. New Business

- a. Approve closing of the Library on Friday, March 7, 2025 for Staff In-Service Day

Director Stuhlmann stated he would like permission to close the building on March 7, 2025 for a staff in-service day. The day will include some DEI training, emergency training, department meetings and some other activities.

*MOTION: Trustee Stull moved to approve the closing of the library on March 7, 2025 for a staff in-service day. Trustee Lezon seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Stull*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

b. Policy #210 Library Cards – temporary library cards

Director Stuhlmann stated last year it was suggested there was potential in partnering with the Northwestern Medicine Cancer Center to provide library services. A gentleman staying at a Warrenville hotel for a couple months inquired about obtaining a temporary library card and a woman experiencing homelessness asked about a card.

Director Stuhlmann stated it would be nice to be able to accommodate these people while in Warrenville. They would be able to access our public computers and borrow materials with limits.

Member Services Manager Laurie Rex explained the policy and which neighboring libraries offer this service.

The Board favors this idea and supports staff adding this item to the Library Card Policy.

## 11. Director's Report

- Director Stuhlmann stated last year the Board expressed interest in participating in the Day of the Dead and asked if they wanted a table. After discussion, it was decided they can participate in the Library staff table.
- The bank interest was raised to 1.89%.
- The staff is making strides on the Web Accessibility policy. IT Manager Duncan Jones is investigating an ergonomic mouse, keyboard with large keys, a shopping cart to use in the library and a few other items.

## 12. Department Head Reports

Public Service Manager Paul Dobersztyn stated the WPLD FanCon will be held on May 10, 2025. There will be 11 vendors and is planning on some food vendors.

### 13. President's Report

Trustee DuRocher reported the next meetings and events:

- Truth in Taxation Public Hearing and Regular Board meeting on November 20, 2024 at 7 p.m.
- December Board Meeting on December 11, 2024 at 7 pm.
- January Board Meeting on January 15, 2025 at 7 pm.

### 14. Treasurer's Report

Trustee Lezon reported the following:

- A DuPage Foundation donation in the amount of \$1,000 was received.
- City of Warrenville Developer Donations was received in the amount of \$10,514.10.
- In September reimbursement of \$11,096 for the Summer Concerts on the Commons was received

### 15. Secretary's Report – everything looks good.

### 16. Committee Reports - none

### 17. Trustee Comments

Trustee Stull thanked the Board for allowing her attend the Illinois Library Association Conference in Peoria, Illinois. She also reviewed some of the main topics discussed and key information she learned. She also showed some of the free items she brought back with her.

Trustee Picha stated she likes the idea of the temporary library cards, the topics Duncan Jones has assigned through KnowB4 and also the measuring device passed out by Chef Dave.

### 18. Items for information and/or discussion – none

### 19. Adjournment

*MOTION: Trustee Lezon moved to adjourn the meeting at 7:46 pm. Trustee Picha seconded.*

*Voice vote:*

*Ayes – all*

*Nays – none*

*Absent – Trustees Richardson, Schmidt, Warren*

*Motion carried*

Respectfully submitted,

/s/ Heather Stull

Heather J. Stull, Secretary

Board of Trustees

Warrenville Public Library District