



**Minutes of the
Regular Board of Trustees Meeting
January 15, 2025**

1. Call to order – Trustee DuRocher called the meeting to order at 7:19 pm
2. Roll Call - Trustee DuRocher called roll call

ATTENDING: Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

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

PUBLIC ATTENDING: Warrenville Resident Catherine Cox

3. Approval of the agenda

MOTION: Trustee Schmidt moved to approve the agenda as presented. Trustee Lezon seconded.

Voice vote:

Ayes – all

Nays – none

Motion carried

4. Presentations - None
5. Public comments – Catherine Cox stated she has lived in Warrenville for over 30 years and this is the first time she has attended a board meeting.
6. Correspondence - none
7. Consent Agenda

Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the December 11, 2024 Regular Board meeting
- b. Receive and file Financial Report for December 2024

MOTION: Trustee Lezon moved to approve the agenda as read. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

8. Regular Agenda

- a. Approve payments for the period of December 12, 2024 – January 15, 2025

MOTION: Trustee Picha moved to approve payment of invoices in the amount of \$76,819.85 for the period of December 12, 2024 – January 15, 2025 including electronic payments and checks #10307 through 10346. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

- b. Approve transfer of funds

MOTION: Trustee Richardson moved to transfer \$250,000 from commercial checking account to operating checking account. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

9. Unfinished Business – none

10. New Business

- a. Approve Transfer of Funds to Certificate of Deposit (CD) at Fifth Third Bank

Director Stuhlmann explained he investigated 3 and 7 month Certificates of Deposit (CD) at Fifth Third Bank. He explained the different options available.

After discussion it was the consensus of the Board to open two 3-month Certificates of Deposit for \$500,000 each at Fifth Third Bank.

MOTION: Trustee Lezon moved to approve the transfer of \$1,000,000 from the library's commercial checking account to open two 3-month certificates of deposit (CD) at Fifth Third Bank for \$500,000 each. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

b. Illinois Funds

Director Stuhlmann stated he is investigating Illinois Funds which may be an avenue for the Library to obtain a better return on our funds. They currently do not charge any fees, funds can be withdrawn at any time and interest is earned on a daily basis. He will share more information at a later date with the Board.

c. Approve Updated Policy #460 – Libel or Slander

MOTION: Trustee Picha moved to approve the updated Policy #460 Libel or Slander as presented in the meeting packet. Trustee Lezon Seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

d. Approve Updated Policy #470 – Negligent Misrepresentation

MOTION: Trustee Picha moved to approve the updated Policy #470 Negligent Misrepresentation as presented in the meeting packet. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Schmidt, Stull, Warren

Nays – None

Motion carried

e. Review Updated Policy #480 Indemnification and Insurance

Director Stuhlmann stated this policy needed updating and is presented this month for review only. The library's attorney reviewed and approved the new policy as written. It will be brought back to the board in February for approval.

11. Director's Report

a. Department Head Reports

Trustee Picha asked Acquisitions & Cataloging Manager MaryKellie Marquez what the "un-branding of puzzles" project was. Ms. Marquez replied they had to repackage all the youth puzzles to incorporate the new library logo including putting them together, photographing and relabeling.

12. President's Report – Trustee DuRocher reviewed the dates for the upcoming meetings and reminded trustees to complete their harassment training if they have not done so.
 - Regular board meeting on February 19, 2025 at 7:00 p.m.
 - March 19, 2025 will be a Strategic Planning Trustee Brainstorming Session at 5:30 pm before the regular board meeting.

Trustee Picha reminded the Board she will not be available for the February, March or April board meeting.

13. Treasurer's Report – everything looks fine.
14. Secretary's Report – everything looks fine.
15. Committee Reports – none
16. Trustee Comments
17. Adjournment

MOTION: Trustee Schmidt moved to adjourn the regular board meeting at 8:17 pm. Trustee Lezon seconded.

Voice vote:

Ayes – all

Nays – none

Motion carried

Respectfully submitted,

/s/ Heather J. Stull

Heather J. Stull, Secretary
Board of Trustees
Warrenville Public Library District