



**Minutes of the
Regular Meeting of the Board of Trustees
September 16, 2026**

1. Call to order – Trustee Stull called meeting to order at 7:04 p.m.
2. Roll Call – Trustee Stull called roll call

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

ABSENT: Trustee DuRocher

ALSO ATTENDING: Trustee Pyszka (via Zoom, observing only)

STAFF: Executive Director Jason Stuhlmann, Assistant Director Paul Dobersztyn, Administrative Assistant Erika Dismaya-Navaleza, Cataloging and Acquisitions Manager MaryKellie Marquez, Marketing and Communications Manager Kathy Gaydos, IT Manager Duncan Jones, HR Manager Ian Stevens, Member Services Manager Laurie Rex

- a. Approve Remote Attendance and Participation – Trustee Pyszka attended the meeting remotely via Zoom as an observer and was not counted toward the quorum.

3. Approval of the agenda

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

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - None

Absent - Trustees DuRocher, Pyszka

Motion carried

4. Presentations

- a. Executive Director Stuhlmann recognized MaryKellie for five years of service to the Library. He highlighted her leadership in cataloging and acquisitions development, successful completion of the library inventory project, involvement in library committees and events, support of staff, and active participation in the broader library community. Congratulations were extended on this milestone.
- b. MaryKellie reported that the library recently became a SWAN cataloging library. This designation allows staff to create and maintain catalog records directly rather than relying on another library, improving efficiency in processing specialized

collections. During the six-month trial period, records will be reviewed before being shared through OCLC and made available to other libraries.

- c. Trustee Stull congratulated MaryKellie on her five years of service to the Library.

5. Public comments – none

6. Correspondence

- a. Executive Director Stuhlmann reviewed legal memoranda from Ancel Glink. He reported that the Library is already compliant with the state requirement to post 9-8-8 Suicide & Crisis Lifeline information. He also noted that the Library's Personnel Handbook already complies with state requirements regarding paid leave for employees serving jury duty, consistent with the Library's support of civic service.

7. Consent Agenda

a. Minutes

- i. Approve Minutes of the August 19, 2026 Regular Board Meeting

b. Financials

- i. Receive and file Financial Report for August 2026
- ii. Approve payments in the amount of \$ 65,781.69 for the period of August 20 – September 21, 2026, including electronic payments and checks #11321 through #11367, which check #11353 being voided.
- iii. Approve monthly transfer of funds in the amount of \$ 225,000 from the commercial checking account to the operational checking account.

c. Ordinance, Resolutions & Associated Items

- i. Adopt Ordinance 2026-02 – Budget & Appropriation Ordinance for Fiscal Year 2026-2027 and the Certificate of Authenticity
- ii. Approve Public Disclosure of “Total Compensation” posting for Fiscal Year Ending June 30, 2027, as required by Illinois Public Act 97-0609
- iii. Adopt Resolution #234 - Resolution to Determine Estimate of Funds Needed for 2026-2027 Fiscal Year
- iv. Approve Chief Fiscal Officer’s Certificate of Estimated Revenue for 2026-2027 Fiscal Year
 - 1. Trustee Picha thanked Jason for providing a narrative explaining each item and the reasons behind it, noting that the explanations were well done.

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

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - None

Absent - Trustees DuRocher, Pyszka

Motion carried

8. Action Items

a. Approve Library closing on Friday, March 5, 2027 for Staff Day

- i. Executive Director Stuhlmann reported that Staff Development Day is tentatively planned for the first Friday in March. Staff are considering Stop the Bleed training following this year's AED and CPR training and will coordinate with the fire department regarding availability. Additional activities have not yet been finalized, but a full-day program is anticipated.

MOTION: Trustee Picha moved to approve the Library closing on March 5th, 2027 for Staff Development Day. Trustee Schmidt seconded.

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - None

Absent - Trustees DuRocher, Pyszka

Motion carried

b. Approve Updates to Employee Medical Insurance Coverage

- i. Executive Director Stuhlmann reported that LIMRiCC health insurance premiums for 2027 increased approximately 4.5%, significantly less than the 15% increase budgeted, allowing the Library to remain approximately \$8,000 under budget. He recommended changing the Library's insurance contribution basis from the HDHP/HSA plan to the PPO 1500 plan effective January 1, 2027, which would allow the Library to cover 100% of employee-only medical insurance premiums for most full-time staff. Trustees discussed plan options, eligibility requirements, and the impact on employee coverage. Full-time employees remain eligible for medical coverage through LIMRiCC.

MOTION: Trustee Picha moved to approve the Library covering 100% of the PPO 1500 Plan premium for full-time employees beginning January 1st, 2027. Trustee Lezon seconded.

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - none

Absent - Trustees DuRocher, Pyszka

Motion carried

c. Approve Updates to Employee Dental Insurance Coverage

- i. Executive Director Stuhlmann recommended extending dental and vision coverage to qualifying part-time employees who work 20 or more hours per week and have completed one year of service. The proposal is possible due to lower-than-anticipated medical insurance premium increases, allowing the Library to remain within budget. Trustees discussed projected costs, employee eligibility requirements, and the impact on employee benefits.

MOTION: Trustee Picha moved to approve the Library-paid vision coverage and dental insurance coverage for full-time and qualifying part-time employees, effective January 1st, 2027. Trustee Warren seconded.

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - None

Absent - Trustees DuRocher, Pyszka

Motion carried

d. Approve Updates to Employee Life/AD&D Insurance Coverage

- i. Executive Director Stuhlmann recommended increasing the Library-paid life insurance and AD&D benefit from \$30,000 to \$50,000 and extending coverage to qualifying part-time employees who work 20 or more hours per week and have completed one year of service, effective January 1, 2027. He noted that the additional cost is minimal and can be accommodated within the projected insurance savings. Trustees discussed the proposal and its budget impact.

MOTION: Trustee Picha moved to approve the Library-paid \$50,000 life insurance and AD&D coverage for full-time and qualifying part-time employees, effective January 1st, 2027. Trustee Lezon seconded.

Roll call vote:

Aye – Trustees Lezon, Picha, Schmidt, Stull, Warren

Nays - None

Absent -Trustee DuRocher

Motion carried

- ii. Executive Director Stuhlmann thanked the Board for approving the benefit enhancements and expressed appreciation on behalf of staff.

9. Discussion Items

a. Reminder: 2027 Consolidated Election

- i. Director Jason Stuhlmann reminded the Board that the Consolidated Election will be held on April 6, 2027. Election packets are available at the Member Services Desk, and the filing period runs from November 16, 2026, at 9:30 a.m. through November 23, 2026, at 5:00 p.m. Notices have been posted in the library newsletter, on the website, and on the bulletin board. No election packets had been picked up as of the meeting date. Trustee discussion included signature requirements for candidate petitions, with approximately 47 signatures required and a recommendation to obtain additional signatures beyond the minimum.

b. Review first draft of Levy Ordinance and Truth in Taxation Notice

- i. Director Stuhlmann reviewed the proposed tax levy ordinance and explained that the CPI limit for 2026 is 2.7%. The Library proposes an 8% over-levy to

capture new property growth, with the County rolling the levy back to the legal limit. He noted that maximizing the allowable levy supports operating costs, future capital projects, and the Special Reserve Fund. Board members expressed support for the approach. No action was required; the ordinance will return for the Truth in Taxation hearing.

10. Executive Director's Report

- a. Auditors completed final fieldwork and are preparing their final report, which will include updates related to new GASB standards.
- b. Trustees discussed options for completing the required annual anti-harassment training and reached consensus to complete the training as a group prior to the December Board meeting.
- c. The League of Women Voters exhibit is on display at the Library through the end of the month.
- d. The Library website was updated to include information regarding FOIA requestor verification. An email filter was also implemented to help ensure FOIA requests are routed to the appropriate inbox.
- e. The Library may host a future DuPage Imagination Library meeting.

11. Department Head Reports

- a. Trustee Picha expressed appreciation that the Library currently has no staff vacancies and noted the value it has to the community. Trustees also commended Diana Abraham's community outreach efforts and thanked staff for their continued excellent work and dedication.

12. President's Report

- a. Trustee Stull announced that the next regular Board meeting will be held at 7:00 p.m. on October 21. The November 18 regular Board meeting will include the Truth in Taxation Public Hearing. The Board was also advised that the December 9 meeting may begin at either 6:30 p.m. or 7:00 p.m., depending on anti-harassment training scheduling. Trustee Stull also commended Library staff for their excellent work and dedication.

13. Treasurer's Report

- a. Executive Director Jason Stuhlmann reported that the Library earned more than \$6,000 in interest during August. The Library also received approximately \$976,000 in property tax revenue through tax distributions received on September 4 and September 15.

14. Secretary's Report

- a. Trustee Schmidt commended Erika Dismaya-Navaleza for the seamless transition in preparing Board meeting minutes and expressed appreciation for maintaining the established format.

15. Committee Reports – none

16. Trustee Comments

- a. Trustee Picha commended staff for a successful Community Resource Fair and expressed appreciation for the continued curbside pickup and home delivery services. She also announced her decision not to seek reelection after nearly 20 years of Board service due to anticipated travel commitments and thanked the Board and library staff for their dedication to the community.
- b. Trustee Schmidt shared information about an upcoming Rethinking Lawns: Integrating Healthy Habitats for Pollinators program on October 29th seminar on native landscaping and encouraged consideration of incorporating more native plants into the Library's grounds. Executive Director Stuhlmann indicated that he and Assistant Director Dobersztyn would be happy to meet with Trustee Schmidt regarding the program.
- c. Trustee Schmidt invited Board members to participate in the Library's Día de los Muertos ofrenda display, offered to coordinate contributions, and highlighted the recently unveiled Warrenville mural.
- d. Trustees discussed the potential benefits of expanding native landscaping, including reduced maintenance and long-term cost savings.

17. Adjournment

With no further business remaining, Trustee Stull adjourned the meeting at 8:11 p.m.

Respectfully submitted,

/s/ Connie Schmidt
Connie Schmidt, Secretary
Board of Trustees
Warrenville Public Library District