

**The Board of Library Trustees of
The Fox Lake Public Library District
Lake and McHenry Counties, Illinois**

Regular Meeting Minutes – February 20, 2024

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:47 p.m. by Secretary Swiss. Present and answering roll call were Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco. Present at the meeting were library staff members Melissa R. Villarreal and Han Song. Trustee Toofan was absent from the meeting.

APPROVAL OF MINUTES

The minutes of the December 19, 2023, regular board meeting were reviewed and discussed. Following discussion, Trustee Genc moved that the minutes be approved. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Toofan; ABSTAINING: 0 (none).

TREASURER’S REPORT

The treasurer’s reports were reviewed and discussed by the Board of Library Trustees. Following discussion, Trustee Piklor moved that the reports be approved as presented. The motion was seconded by Trustee Swiss and passed on the following vote: AYE: 6 (six) – Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Toofan; ABSTAINING: 0 (none).

DIRECTOR’S REPORTS

The Trustees were given the Director’s Report detailing the activities of the library and spreadsheets outlining staff members’ continuing education and programming details.

COMMITTEE REPORTS

There were no committee reports.

CORRESPONDENCE

There was a letter addressed to a staff member from the public thanking them.

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS (items for board action)

- a. **Decennial Meeting** This item was tabled.

- b. **Miscellaneous (discussion only)** Director Villarreal discussed the possibility of updating the library's furniture. The possible replacement of the awe computers in the children's library was also discussed.

NEW BUSINESS (items for board action)

- c. **Per Capita Grant Approval** Following discussion, Trustee Avallone moved to approve the Per Capita Grant application. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 6 (six) – Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Toofan; ABSTAINING: 0 (none).

- d. **Resignation of Trustee Toofan** Following discussion, Trustee Genc moved to accept the resignation of Trustee Dan Toofan. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 6 (six) – Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

- e. **Saltbox** Director Villarreal informed the board of library trustees that one of the saltboxes in the lobby of the library had fallen over and was lightly damaged. The board discussed whether to repair or replace the damaged saltbox.

- f. **Circulation Clerk transfer to Library Associate** Director Villarreal informed the board of library trustees that a circulation clerk would be transferring to become a library associate.

- g. **Miscellaneous (discussion only)** Director Villarreal inquired about possible participation in the Library Trustee Forum offered by the Illinois Library Association. Director Villarreal informed the board of library trustees about the Statement of Economic Interest filing that the trustees will have to complete.

ADJOURNMENT

Trustee Avallone moved that the meeting be adjourned. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Avallone, Eck, Genc, Piklor, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none). The meeting was adjourned by President Vanco at 7:47 p.m.

Respectfully submitted,

Marie Swiss, Secretary

APPROVED by the Board of Library Trustees of the Fox Lake Public Library District, Lake and McHenry Counties, Illinois, at their regular meeting of March 19, 2024:

Carolyn Vanco, President
The Board of Library Trustees of
The Fox Lake Public Library District,
Lake and McHenry Counties, Illinois