

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

**Regular Meeting Minutes – September 17, 2024**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:39 p.m. by Secretary Swiss. Present and answering roll call were Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco. Present at the meeting were library staff member Melissa R. Villarreal and Han Song.

**APPROVAL OF MINUTES**

The minutes of the August 20, 2024, regular board meeting was reviewed and discussed. Following discussion, Trustee Genc moved that the minutes be approved. The motion was seconded by Trustee Eck and passed on the following vote: AYE: 7 (seven) – Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**TREASURER’S REPORT**

The treasurer’s reports were reviewed and discussed by the Board of Library Trustees. Following discussion, Trustee Swiss moved that the reports be approved as presented. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 7 (seven) – Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); 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 no correspondence.

## **PUBLIC COMMENT**

There was no public comment.

## **UNFINISHED BUSINESS (items for board action)**

- a. Decennial Committee** Director Villarreal relayed to the board of library trustees that the report for the decennial meeting is due in June 2025.
  
- b. Computer Proposals** Following discussion, Trustee Avallone moved to accept MCC Technology’s computer proposals. The motion was seconded by Trustee Swanick and passed on the following vote: AYE: 7 (seven) – Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).
  
- c. Miscellaneous (discussion only)** Board President Vanco asked about the status of the display case. Director Villarreal informed the board that the application and policy will soon be available for the public.

## **NEW BUSINESS (items for board action)**

- d. Engagement of Auditor** Director Villarreal informed the board of library trustees that Evoy, Kamshulte, Jacobs & Co will be performing the audit for FY 2023/2024.
  
- e. Passage and Approval of Ordinance No. 2024/2025-2 “Combined Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024/2025”** Following discussion, Trustee Avallone moved to pass and approve Ordinance No. 2024/2025-2 “Combined Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024/2025”. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 7 (seven) – Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**f. Miscellaneous (discussion only)** There were no miscellaneous items.

### **ADJOURNMENT**

Trustee Eck moved that the meeting be adjourned. The motion was seconded by Trustee Genc and passed on the following vote: AYE: 7 (seven) – Trustees Avallone, Eck, Genc, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none). The meeting was adjourned by President Vanco at 7:48 p.m.

Respectfully submitted,

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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 October 15, 2024:

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