

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

Regular Meeting Minutes – October 15, 2024

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:30 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 September 17, 2024, public hearing and regular board meetings were reviewed and discussed. Following discussion, Trustee Avallone moved that the minutes be approved. The motion was seconded by Trustee Vanco 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 Eck moved that the reports be approved as presented. The motion was seconded by Trustee Swiss 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. **Miscellaneous (discussion only)** Director Villarreal reminded the board of the upcoming election for trustees in April 2025.

NEW BUSINESS (items for board action)

- c. **Discussion of passage of tax levy ordinance** Director Villarreal informed the board of library trustees that the tax levy ordinance will be presented at the next board meeting.

- d. **Resolution to determination of amount of funds necessary to be raised by taxation for the fiscal year 2024/2025 per Truth in Taxation law** Following discussion, Trustee Avallone moved to approve the resolution to determination of amount of funds necessary to be raised by taxation for the fiscal year 2024/2025 per Truth in Taxation law at the amount of \$3,049,928.00. 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).

- e. Treasurer’s Report of Receipts and Disbursements, fiscal year 2023-2024**
Following discussion, Trustee Piklor moved to approve the Treasurer’s Report of Receipts and Disbursements, fiscal year 2023-2024. The motion was seconded by Trustee Vanco 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. Approval of continued membership in LIMRiCC employee health insurance group and of policies regarding** Following discussion, Trustee Genc moved to approve continued membership in LIMRiCC employee health insurance group and of policies regarding. 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).
- g. Snow Removal Proposals** Following discussion, Trustee Avallone moved to approve the snow removal proposal from Fox Landscape. The motion was seconded by Trustee Vanco 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).
- h. Per Capita Grant Requirements** Director Villarreal informed the board that the Per Capita Grant requirement for this year was to review Serving Our Public 4.0.
- i. Pay Grade Proposal** Director Villarreal informed the board that HR Source is in the process of finalizing the pay grade proposal.
- j. Miscellaneous (discussion only)** Director Villarreal informed the board of the status of the website project.

ADJOURNMENT

Trustee Eck moved that the meeting be adjourned. 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). The meeting was adjourned by President Vanco at 8:54 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 November 19, 2024:

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