



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

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westmontlibrary.org

Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES

July 15, 2025

1) Call to Order

The meeting was called to order at 7:00 p.m. by Board President Jason Fichtel on Tuesday, July 15, 2025 at the Westmont Public Library.

2) Roll Call

Present: Secretary Heather Booth, Vice President Elaine Carmichael, Trustee Melissa Donoghue, Trustee Beth Krotiak, Treasurer O'Connor, Trustee Joanne O'Malley, and President Jason Fichtel

Absent: none

Staff present: Director Julia Coen, Assistant Director Colleen Seisser, and Administrative Assistant Michelle Mahlan

Also Present: Village Finance Director Allen Altic

3) Pledge of Allegiance

4) Approval of Consent Agenda

b) Minutes of the regular board meeting on June 17, 2025

c) Minutes of the finance committee meeting June 17, 2025

d) Communications log for June 2025

e) Director's report July 2025

Motion: Booth moved to approve the Consent Agenda, O'Malley seconded.

Discussion: None

Vote: All in favor

Motion passed

5) Open Forum:

a. Public: Mary Beth Carlson addressed the Board on the issue of daylilies on the library grounds. As a member of the Environmental Improvement committee, she would like to see the library plantings be all native. She recognizes that some of the landscape plants are native and support the bees and butterflies; however, she wants the library to do more. She said she would be happy to provide a list of native plants for consideration, including Blazing Star, Coneflower, and many others.

b. Board: O'Connor mentioned a farro dish that his neighbor made for him, noting that the recipe was from a cookbook from the library. Krotiak mentioned that a former library trustee, Diane Ryan, recently passed away.

c. Director: Coen noted that the Per Capita grant of \$36,000 was awarded, but the check has not been received yet. Hinsdale Public Library coordinated a program sponsored by a RAILS grant that will promote local libraries on the Metra BNSF trains.

d. Staff: Seisser noted that library staff will be at cruisin' night this week. The next one will be on August 14 for the fire truck night. On August 5 from 5-8 pm staff will participate in the National Night Out program with the Westmont Police Department. Summer reading is going strong. We have 789 participants signed up which is outpacing last year's

number of 706 signups. Employee of the moment award goes to Adrian for a very thorough cleaning of the employee area outside before the mud kitchen program.

6) Additions and Deletions to Bills and Vendors

Motion: Carmichael moved to include Additions and Deletions to Bills and Vendors, O'Malley seconded.

Discussion: None

Vote: All in favor

Motion passed

7) Treasurer's Reports

Motion: O'Connor moved to file the Treasurer's Report for audit, Donoghue seconded.

Discussion: None

Vote: All in favor

Motion passed

8) Bills and Vendors

Motion: Krotiak moved to approve Bills and Vendors Report, Booth seconded.

Discussion: None

Vote:

Ayes: Booth, Carmichael, Donoghue, Krotiak, O'Connor, O'Malley, and Fichtel - 7

Nays: none

Motion passed

9) Unfinished Business

None

10) New Business

a. Board to consider a motion to accept the FY24/2 audit

Motion: Booth moved to accept the FY24/2 audit, Carmichael seconded.

Discussion: Finance Director Altic noted that the audit covers the 8-month period for FY24/2. The next audit will cover a full calendar/fiscal year. Opinion discussion states that the financial information is rock solid. Cash Equivalents examination shows a very positive growth. In the Auditors communication letter, the auditors noted that there were no issues working with Library management and staff. Internal Controls showed no issues. Krotiak asked about past adjustments. The auditors are suggesting very minor changes to financial processes.

Vote:

Ayes: Booth, Carmichael, Donoghue, Krotiak, O'Connor, O'Malley, and Fichtel - 7

Nays: none

Motion passed

11) Executive Session

a. Board to consider a motion to move into Executive session for purposes of reviewing previous closed session minutes as required under 5 ILCS 120/2

Information: According to 5 ILCS 120/2, each public body shall periodically meet to review minutes of all closed meetings. Meetings to review minutes shall occur every 6 months, or as soon thereafter as is practicable, taking into account the nature and meeting schedule of the public body. As such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Motion: Booth moved to move into Executive session for the purposes of reviewing previous closed session minutes as required under 5 ILCS 120/2, Donoghue seconded.

Discussion:

Vote:

Ayes: Booth, Carmichael, Donoghue, Krotiak, O'Connor, O'Malley, and Fichtel - 7

Nays: none

Motion passed

At 7:23 p.m., the meeting moved into executive session.

12) Resume Open Session at 7:31 p.m.

Roll Call

Present: Secretary Heather Booth, Vice President Elaine Carmichael, Trustee Melissa Donoghue, Trustee Beth Krotiak, Treasurer O'Connor, Trustee Joanne O'Malley, and President Jason Fichtel

Absent: none

Staff present: Director Julia Coen, Assistant Director Colleen Seisser, and Administrative Assistant Michelle Mahlan

13) New Business (continued)

b) Board to consider a motion to approve the executive session minutes from January 21, 2025

Motion: Donoghue moved to approve the executive session minutes from January 21, 2025, Krotiak seconded.

Discussion: none

Vote:

Ayes: Booth, Carmichael, Donoghue, Krotiak, O'Connor, O'Malley, and Fichtel - 7

Nays: none

Motion passed

c) Board to report on the need for confidentiality for all executive session minutes

Information: The Illinois Open Meetings Act requires that the Library Board periodically review Executive session minutes and report on their determination for continued confidentiality.

President Fichtel reported that there is still the need to keep all executive session minutes confidential.

14) Adjournment

Motion: Carmichael moved to adjourn at 7:32 p.m., Donoghue seconded.

Discussion: None

Vote: All in favor

Motion passed

Respectfully submitted,

Heather Booth

Westmont Public Library Board of Trustees, Secretary