



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

630 869 6150

westmontlibrary.org

Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES

August 19, 2025

1) Call to Order

The meeting was called to order at 7:00 p.m. by Board President Jason Fichtel on Tuesday, August 19, 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:

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 July 15, 2025
- c) Minutes of the finance committee meeting July 15, 2025
- d) Communications log for July 2025
- e) Director's report August 2025

Motion: Booth moved to approve the Consent Agenda, Carmichael seconded.

Discussion: Coen noted that approval of the minutes from the special finance committee meeting on August 11, 2025 will be included on the September 15, 2025 agenda.

Vote: All in favor

Motion passed

5) Open Forum:

- a. **Public:** None
- b. **Board:** Carmichael mentioned that the Chamber open house is on September 17.
- c. **Director:** Coen noted that she is working on the Finance Committee deliverables for the next meeting on September 15.
- d. **Staff:** Seisser noted that we are launching a patron verification process for our online library card applications using PatronPoint. We are also going to update our WIFI printing software for patrons to make it a more seamless experience.

6) Additions and Deletions to Bills and Vendors

Motion: Donoghue moved to include Additions and Deletions to Bills and Vendors, Krotiak 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, Krotiak seconded.

Discussion: None

Vote: All in favor

Motion passed

8) Bills and Vendors

Motion: Booth moved to approve Bills and Vendors Report, O'Malley 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 approve the destruction of the executive session recording from January 16, 2024

Motion: Krotiak moved to approve the destruction of the executive session recording from January 16, 2024, Booth seconded.

Discussion: Coen noted that the destruction of recordings is routine housekeeping.

Vote:

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

Nays: none

Motion passed

b. Board to consider a motion to suspend patron meeting room reservations February 27, 2026 - March 18, 2026 during the early voting and Election Day.

Motion: Donoghue moved to suspend patron meeting room reservations February 27, 2026 - March 18, 2026 during the early voting and Election Day, O'Malley seconded.

Discussion: Coen noted that the Election Commission will be using our community meeting room during the primary elections.

Vote:

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

Nays: none

Motion passed

11) Adjournment

Motion: Carmichael moved to adjourn at 7:09 p.m., Donoghue seconded.

Discussion: None

Vote: All in favor

Motion passed

Respectfully submitted,

Heather Booth

Westmont Public Library Board of Trustees, Secretary