



## 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

March 18, 2025

#### 1) Call to Order

The meeting was called to order at 7:01 p.m. by Board President Jason Fichtel on Tuesday, March 18, 2025 at the Westmont Public Library.

#### 2) Roll Call

**Present:** Vice President Elaine Carmichael, Trustee Melissa Donoghue, Trustee Beth Krotiak, Trustee Joanne O'Malley, and President Jason Fichtel

**Absent:**

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

**Also Present:** Assistant Village Administrator Spencer Parker

*Secretary Heather Booth arrived 7:02*

*Treasurer Kerry O'Connor arrived 7:03*

#### 3) Pledge of Allegiance

#### 4) Approval of Consent Agenda

- a. Minutes of the regular board meeting on February 18, 2025
- b. Minutes of the policy committee meeting on February 18, 2025
- c. Communications log for February 2025
- d. Director's report March 2025

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

**Discussion:** None

**Vote:** All in favor

**Motion passed**

#### 5) Open Forum:

- a. **Public:** Spencer Parker mentioned that the Library was mentioned at a recent Village meeting and recognized for the innovative practices during COVID.
- b. **Board:** Booth wanted to make sure that everyone was aware that last week there was an Executive Order targeting the Institute of Museum and Library Services. Coen noted that we do not receive direct funding from IMLS but the Illinois State Library received 5.7 million dollars this year from IMLS and those funds are allocated across the state through grants and services. The State Library funds RAILS to handle delivery between libraries. It is definitely a wait and see after this year to see how it will affect our operations. Carmichael mentioned that the mayor spoke at the Rotary Club and recognized the Library for our community involvement over the past years. Krotiak mentioned the new hire Chris Bush seems to be a great find for the Library. Coen noted that he is already working on a list of projects.
- c. **Director:** Coen noted that the book drop for the lobby is arriving tomorrow. Early Voting started yesterday.

d. **Staff:** Seisser noted that the Village EIC meetings are now being held in the Library. We have rolled out key fobs for our employee entrance. The Library is about to roll out LibCal software for programming and meeting room reservations. The Early Literacy center is now the Farmer's Market theme.

**6) Additions and Deletions to Bills and Vendors**

**Motion:** Krotiak moved to include Additions and Deletions to Bills and Vendors, Carmichael 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:** 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:

Absent:

**Motion passed**

**9) Unfinished Business**

**10) New Business:**

**a. Board to consider a motion to approve the Resolution Authorizing FY25 Public Library Non-resident Card Participation and Fees.**

**Information:** The Library Board is legally required to decide annually whether the Library will participate in the State's non-resident fee program and inform the regional system (RAILS) about the Board's action within 30 days. The proposed resolution states that the library would use the tax fee method to determine non-resident fees for library use.

**Motion:** O'Connor moved to approve the Resolution Authorizing FY25 Public Library Non-resident Card Participation and Fees, Booth seconded.

**Discussion:** Coen noted that the Borrower Registration Policy outlines this process. The rates will change in May based on the new levy rate. There are very small pockets of unincorporated properties in our service area.

**Vote:**

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

Nays:

Absent:

**Motion passed**

**11) Adjournment**

**Motion:** O'Malley moved to adjourn at 7:17 p.m., Carmichael seconded.

**Vote: All in favor**

**Motion passed**

**Respectfully submitted,**

**Heather Booth**  
**Westmont Public Library Board of Trustees, Secretary**