



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

May 20, 2025

1) Call to Order

The meeting was called to order at 7:02 p.m. by Board President Jason Fichtel on Tuesday, April 15, 2025 at the Westmont Public Library.

2) Roll Call

Present: Secretary Heather Booth, Vice President Elaine Carmichael, Treasurer O'Connor, 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, Aaron Hawkins

Also Present: Village Finance Director Allen Altic

3) Pledge of Allegiance

4) Swearing in of elected Trustees

Notary Public Aaron Hawkins performed the swearing ceremony for Elaine Carmicheal, Melissa Donoghue, and Kerry O'Connor

5) Roll call of the new Library Board

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

6) Approval of Consent Agenda

a. Minutes of the regular board meeting on April 15, 2025

b. Communications log for April 2025

c. Director's report May 2025

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

Discussion: None

Vote: All in favor

Motion passed

7) Open Forum:

a. **Public:** None

b. **Board:** Booth offered congrats to Westmont High School graduates. O'Connor was very excited to see that the Library offers access to the Chicago Tribune.

- c. Director:** Coen provided an update on IMLS funding, Baker & Taylor ordering, and hoopla changes for budget reasons. The draft audit reports have been issued. The State of the Village presentation was yesterday and included information on library finances and yearly statistics. Carmichael noted that they also talked about the cooperative efforts between the Library and other Village entities. Donoghue asked if the changes we're making to hoopla will keep us within budget. Coen noted that Adult Services Manager DeJonghe crunched the numbers and suggested this change to keep us within budget.
- d. Staff:** Seisser noted that the Library gardens are planted and the master gardeners, led by Judi Bult, will maintain them. The Summer Reading program starts next Tuesday. Our first Crusin Night of the summer will be June 19 near Manning School. A transition 99 student completed a semester and it was very successful.

8) Additions and Deletions to Bills and Vendors

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

Discussion: None

Vote: All in favor

Motion passed

9) Treasurer's Reports

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

Discussion: None

Vote: All in favor

Motion passed

10) Bills and Vendors

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

Discussion: None

Vote:

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

Nays:

Absent:

Motion passed

11) Unfinished Business

a. Board to consider a motion to approve the Social Media Policy

Motion: Booth moved to approve the Social Media Policy, Donoghue seconded.

Discussion: Booth informed the Board that the committee recommends approval of the suggested edits discussed at committee. Donoghue asked about the deletion of the FOIA and record retention information. Coen stated that it doesn't mean we don't comply with those laws and rules, it just didn't need to be addressed in this policy.

Vote:

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

Nays:

Absent:

Motion passed

b. Board to consider a motion to approve the FOIA Policy

Motion: Booth moved to approve the FOIA Policy, O'Malley seconded.

Discussion: Booth informed the Board that the committee recommends approval of the suggested edits discussed at committee.

Vote:

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

Nays:

Absent:

Motion passed

12) Adjournment

Motion: Carmichael moved to adjourn at 7:30 p.m., O'Malley seconded.

Vote: All in favor

Motion passed

Respectfully submitted,

Heather Booth

Westmont Public Library Board of Trustees, Secretary