BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
April 21, 2025

President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7:02 p.m. on April 21, 2025.

Trustees present: Mary Kay Blankestyn, Kate Burgess, Laurie Hofman, Jessica Prentkowski, Ellen Stringer, and David Stejkowski. Trustee Deborah Hendrick was absent.

Also present: Library Director Kelly McCully.

Introduction of Visitors and Public Comment: None.

Review Agenda for Additions/Changes: None.

Consent Agenda- Action:

Approve March 17, 2025, minutes.
Approve Financial Report and payment of bills for March 2025.
Approve check registers.

Prentkowski made a motion to approve the Consent Agenda. Burgess seconded the motion. Blankestyn, Burgess, Hofman, Prentkowski, Stringer, and Stejkowski voted yes. Trustee Hendrick was absent.

Officer's Reports: Stejkowski noted there was a quorum present and that Trustee Blankestyn was acting as Secretary Pro Tem. Treasurer Stringer noted that the 2024 Tax Rate and Extension Report was received from the Kankakee County Clerk. This report includes the figures and distribution of taxes to BPL for the 2025-26 fiscal year. The library levied for a 6.25% increase over the previous year and received a 3.75% increase with a total tax distribution projected to be $1,161,803.

Correspondence & Communications and Public Comment (action items only): The Board received a Thank You note from Trustee Hendrick who is retiring from the Board.

Director's Report: Deadlines: April 30, Last day for filing Statement of Economic Interest with the County Clerk. May 19, First day for new trustees to begin their terms.

Personnel: BPL is accepting applications for an evening Reference Assistant and an Afternoon Circulation Assistant. For more information, visit the library's website.

Marketing: National Library Week posts: Marketing showcased library staff during National Library Week. Patrons learned that Kathy from Circulation is the volunteer supervisor at the Northern Illinois Food Bank and that Anna got her first tattoos at age 65. Sharing about library staff who serve the community daily is a perfect way to build connections and community.

Building & Grounds: Lawn Care Services: Scott Martin Landscaping Services will service the library for the 2025 growing season. They will provide landscape clean-up, mowing services and seasonal weed control and fertilization.

Sprinkler Repair: Matco completed the installation of three low-point drains for the sprinkler system on March 25, 2025. A pressure leak was discovered above the Youth Services Area. This leak was repaired March 27, 2025. The piping in this area has degraded due to rust and sludge collecting in the pipe. Matco has recommended replacing approximately 20 ft. of sprinkler piping. They will be working with PSI to remove and repair drywall. The project is scheduled for the end of April 2025.

Continuing Education: ILA DEI Retreat: Becca and Assistant Library Director Stacey Van Kley attended the Illinois Library Association (ILA) DEI (Diversity, Equity, and Inclusion) retreat on April 10 and 11. Becca was chosen as a mini-facilitator, while Stacey participated as an attendee. The retreat offered library professionals the opportunity to learn how to implement diversity, equity, and inclusion initiatives in their libraries or enhance existing committees. Becca and Stacey will apply the knowledge and skills they gained to strengthen the Library's ongoing efforts to make its services inclusive for everyone.

Women United Breakfast: Library Director Kelly McCully and Assistant Library Director Stacey Van Kley attended the 2025 United Way Women United Breakfast on March 18, 2025. Kelly was again a member of the Breakfast Planning Committee. Presenter topics included setting healthy boundaries, community services, and creating spaces for community.

Upcoming Programs: Upcoming programs include Pokemon Meet-Up for kids up to 17 on Tuesday, April 22 at 6 p.m.; Art Journaling with Tami Galbreath for adults 18+ at 6 p.m. Thursday, May 1 in the White Oak Room; Art and Adventures with author/illustrator Dan Santat at 2 p.m. Saturday, May 3 on Zoom; Booked for Success, Resume Assistance and Interview Practice, Friday, May 2 from 1:30-3:30 p.m., Monday May 12 from 6-8 p.m., and Wednesday, May 14 from 10 a.m.-12 p.m.; Road to Relief: Managing Chronic Pain, Wednesday, May 7 at 1 p.m. in the White Oak Room; Fantasy Map Making for adults 18+ on Saturday, May 17 from 1-3 p.m. in the White Oak Room.

Statistics for March 2025 were included in the Director's Report.

Committee Reports:

Finance: None.
Personnel: Meeting will be held May 21, 2025 at 6 p.m.
Policy: None.
Building and Grounds: None.
Long Range Planning: None.

Old Business: Discuss status of concrete project: McCully reported that the Concrete Project will likely not be completed in this fiscal year. Carlile Group, Inc will meet with contractors on Wednesday, April 23 for the site review. Bid deadline will be May 9. Following that, the Library will receive a recommendation from Carlile on the lowest, most qualified bid.

New Business: Trustee Vacancy: Stejkowkski recommended that the agenda for the May 19 board meeting begin with the swearing in of new trustees, and appointment for the unexpired term, followed by organization of the board and election of officers.

Public Comment: None

Adjournment: Hofman made a motion to adjourn the meeting at 7:36 p.m. Prentkowski seconded the motion and it passed with a vote of all ayes.

Respectfully submitted,

Mary Kay Blankestyn
Board Vice President and Secretary Pro Tem