BOURBONNAIS PUBLIC LIBRARY BOARD OF TRUSTEES

RECORD OF REGULAR BOARD MEETING PROCEEDINGS

JUNE 16, 2025

President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7 p.m. on June 16, 2025

Trustees Present: Mary Kay Blankestyn, Kate Burgess, Jen Corke-Kafer, Laurie Hofman, Ellen Stringer, David Stejkowski. Absent: Jessica Prentkowski

Also Present: Library Director Kelly McCully, Assistant Library Director Stacey Van Kley

Introduction of Visitors and Public Comment: None

Review Agenda for Additions/Changes: None

Consent Agenda- Action:

Approve May 19, 2025, Minutes

Approve Financial Report and Payment of Bills for May 2025

Approve Check Registers

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

Officer's Reports: The library has spent 88.18% of the annual budget. This is on track for the year.

Correspondence & Communications: None

Director's Report: The website was audited to ensure that it meets ADA standards. We are working to obtain proposals from landscape companies for landscaping and snow removal. Kelly was featured int ILA Member Spotlight for the week of June 9-13. Kelly attended a PrairieCat Member Update and was provided information on updates to our circulation software.

Commitee Reports:

Finance: Commitee met directly before the regular board meeting

Personnel: None

Policy: None

Building & Grounds: None

Long Range Planning: None

Old Business: None

New Business: The trustees discussed the Record Retention Project, spearheaded by Stacey. There are three phases. Phase one could take up to one year. The records go back to 1982 and a disposal of records has never been filed. While this task is tedious, Stacey is enjoying the arduous process.

The board discussed the Finance Committee recommendations. No action was taken at this time.

Stejkowski made a motion to approve Transfer from Special Reserve Fund. Corke-Kafer seconded the motion. Blankestyn, Burgess, Hofman, and Stringer voted yes. Prentkowski was absent.

Stejkowski made a motion to approve Non-participation in Non-resident Library Card Program. Corke-Kafer seconded the motion. Blankestyn, Burgess, Hofman, and Stringer voted yes. Prentkowski was absent.

Stejkowski made a motion to review Closed Session Minutes. Corke-Kafer seconded the motion. Blankestyn, Burgess, Hofman, and Stringer voted yes. Prentkowski was absent.

Blankestyn made a motion to Adopt Ordinance 25-01- Meeting Dates Ordinance FY25-26. Hofman seconded the motion. Burgess, Corke-Kafer, Stringer, and Stejkowski voted yes. Prentkowski was absent.

Stringer made a motion to Adopt Ordinance 21-02 .02 Percent Tax Ordinance. Corke-Kafer seconded the motion. Blankestyn, Burgess, Hofman, and Stejkowski voted yes. Prentkowski was absent.

The action to approve Bourbonnais Public Library Staff & Trustee Picnic passed with a consensus of ayes. Prentkowski was absent.

Public Comment: None

Adjournment: Hofman made a motion to adjourn the meeting at 7:31 p.m. Burgess seconded the motion, and it passed with a vote of all ayes of the present trustees.

Respectfully submitted,

Kate Burgess

Board Secretary