

# MINUTES OF THE REGULAR BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT

May 21, 2024

## I. CALL TO ORDER

Vice President M. Jaworek called the May 21, 2024 meeting to order at 6:36 PM.

## II. ROLL CALL

Present: T. Adams, M. Martin, M. Jaworek, K. Pickenpaugh, & A. Onan

Absent: M. Hartmann, S. Singhal

Staff Present: Robin Smith, Sara Torrez, Will Nepstad, Rachel Sandoval, Yosselin Ramirez

Visitors Present: Timothy Montgomery, soon to be appointed to the board.

## III. PLEDGE OF ALLEGIENCE

The pledge of allegiance recited.

## IV. AGENDA

### a. Approve remote attendance by trustees under 5 ILCS 120/7(a)(I) personal illness or disability

Motion not needed.

### b. Adopt agenda

The agenda was reviewed and several amendments were proposed: Move item 9b under New Business to above Public Comments, make items 9a and 9b under New Business actionable, and add section 9c to schedule a finance committee meeting under New Business.

MOTION: A. Onan moved to approve the agenda as amended.

SECOND: T. Adams

Roll Call: All in favor.

Motion Carried.

## V. NEW TRUSTEE APPOINTMENT

### a. Ordinance 23/24-O-9 Ordinance to Accept a Resignation, Declare a Vacancy, and Process to Appoint a New Trustee

MOTION: A. Onan moved to approve the Ordinance 23/24-O-9

Ordinance to Accept a Resignation, Declare a Vacancy, and Process to Appoint a New Trustee.

SECOND: K. Pickenpaugh

Roll Call: All in favor.

Motion Carried.

### b. Oath of Office

Notary Public W. Nepstad was on hand to administer the Oath of Office to newly appointed Trustee Timothy Montgomery.

## VI. PUBLIC COMMENTS

The newest member of the Youth Services Staff, Yosselin Ramirez was introduced to the Board.

## VII. CONSENT AGENDA

The Board moved to approve consent agenda items a through j, without

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discussion, as presented.

MOTION: T. Adams

SECOND: A. Onan

Roll Call: All in favor.

Motion Carried.

## MINUTES

- a. **Approve Minutes from the April 30, 2024 Regular Meeting**
- b. **Approve Minutes from the April 30, 2024 Regular Meeting Executive Session.**

## TREASURERS AND INVESTMENT REPORT AND BILLS

- c. **Treasurers Report for April 2024**
- d. **Cash Disbursements for April 2024**

## DIRECTOR'S REPORT

- e. **Narrative Reports for April 2024**
- f. **Statistical Report for April 2024**

## FINANCE COMMITTEE UPDATES

- g. **Approve Minutes from the May 16, 2024 Finance Committee Meeting**
- h. **Approve Financial Ordinance Calendar for Fiscal Year 24.25**
- i. **Approve Resolution to Adopt Non-Resident Fee**

## DECENNIAL COMMITTEE UPDATES

- j. **Approve Minutes and Report from the May 16, 2024 Decennial Committee Meeting**

## REGULAR AGENDA

### VIII. COMMUNITY OUTREACH REPORT

- a. **BUZ**  
Community365 has created a community calendar. Library Staff will be adding library events as needed.
- b. **ZBLA**  
There is an effort to get an Alumni group started. Applications for the next term are currently being accepted.
- c. **TIF**  
Trustee Adams explained the process to possibly open a veterinary clinic on Sheridan Road, near Culvers. There is also progress being made on a possible new business venture application in Zion.
- d. **Other**  
Trustee Adams reported on the ongoing economic development efforts being discussed and when that committee may open up to the public. All

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trustees were invited to the Winthrop Harbor Memorial Day Parade. Trustee Montgomery also invited everyone to the Flag Ceremony at Veteran's Park in Zion. The upcoming Kiwanis Golf outing was discussed.

## IX. UNFINISHED BUSINESS

a. None.

## X. NEW BUSINESS

### a. Parking Lot Bid Project

MOTION: K. Pickenpaugh

SECOND: T. Adams

Roll Call:

Aye: T. Adams, M. Martin, K. Pickenpaugh, T. Montgomery, A. Onan, & M. Jaworek.

Nay: -0-

Abstain: -0-

Motion Carried.

### b. Ordinance 23/24-O-9 Ordinance to Accept a Resignation, Declare a

Vacancy, and Process to Appoint a New Trustee

See above for votes.

### c. Set Finance Committee Meeting Date

A Finance Committee meeting will be held on Tuesday, June 11, 2024 at 6:30 PM at the Library.

## XI. EXECUTIVE SESSION

### a. 5 ILCS 120/2(c)(1 or 2 or 3) if necessary

Motion not needed.

## XII. ADJOURNMENT

### a. Action taken pursuant to discussion during Executive Session

Motion not needed.

### b. Move to adjourn

Secretary M. Martin moved to adjourn the meeting at 8:49 PM.

MOTION: M. Martin

SECOND: K. Pickenpaugh

Roll Call: All in favor.

Motion Carried.

APPROVED: 6/25/2024

DATE

SIGNED: /s/ A. Onan

PRESIDENT

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ATTESTED: /s/ M. Martin  
SECRETARY

RECORDING SECRETARY: S. Torrez  
Administrative Assistant