

# ZION-BENTON PUBLIC LIBRARY DISTRICT MONTHLY COMMITTEE MEETING

Meeting Room C  
2400 Gabriel Avenue  
Zion, IL 60091

11:30 a.m. Tuesday, September 9, 2025

## Minutes

### I. CALL TO ORDER & ROLL CALL

### II. PLEDGE OF ALLEGIANCE

### III. Attendance

Board: President M. Jaworek, Trustee A. Onan, Trustee K. Pickenpaugh

Staff: R. Smith, S. Torrez, L. Frey, R. Avila, R. Sandoval, A. Adnresen, M. Stinson, K. Nichols

### IV. Approval of Minutes

- a. No previous minutes

### V. Discussion

President Jaworek included in the packet 18 projects that had been costed out for the FY 25/26 budget. These items were listed for their larger price points, and because they are not typically included in the Library Fund budget. Some were included during the working budget presentation. The Board had approved funding within the budget, and staff have proceeded with work on:

|  |              |
|--|--------------|
| Voice Over IP System   | \$10,000     |
| Improved WiFi Access points with support on south side of building | 20,000       |
| New water fountain with bottle refiller to replace the AS unit     | 6,000        |
| Building Valve for Water Turn Off                                  | 3,000        |
| Outreach Tent/Canopy with Logo                                     | 1,000        |
| Task Chairs for staff (40*\$250)                                   | 10,000       |
| Point of Sale System   | 2,500        |
| New printing system for public (Princh)                            | 3,500        |
| HVAC Blower fan replacement over AS office                         | 8,000        |
| Exterior Building Lights rehab                                     | <u>6,592</u> |
| TOTAL  | \$70,592     |

Having these items included in the budget allows staff to proceed.

For purposes of focusing the next round of the CEJA grant and planning for any Special Reserve spending, the workshop considered three major projects:

1. Acquiring a vehicle that could be used as a branded mode of transportation for the Traveling Library, a mobile hotspot for outreach events, and as support for a pop-up library around the district estimated \$90,000
2. Remodeling the front entrance to remove the revolving door, security gates, and add exit from YS office to the lobby. Will need to scope with architect for current pricing and extent of work estimated \$322,000
3. Remodel YS (carpet, furniture, desk), office location, meeting room location. Will need updated numbers and scope of work from architects. An anonymous donor gave (\$14,000). Estimated \$756,000
4. Other projects included Language translation, staffing a bilingual notary, remote bookdrops/returns throughout the district

Funding: The Per Capita grant is typically used for technology infrastructure. The CEJA grant Notice of Funding Opportunity has not yet been posted, but can be used to support any of the three proposed projects. The front entry remodel may qualify for another grant covering ADA accessibility.

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### **VI. Summary**

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|---------------|--|
| <b>ACTION</b> | a. The workshop attendees recommend proceeding with the vehicle as part of the CEJA grant. |
| <b>ACTION</b> | b. A consensus of what information is needed to plan for the next building improvement.    |