

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

September 30, 2025

I. Call to Order

President M. Jaworek called the meeting to order at 6:30 PM.

II. Roll Call

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

Absent: T. Montgomery

Staff: Smith, Torrez, Sandoval, Libasci, Pavelski

III. Pledge of Allegiance

IV. Addenda to the Agenda

a. Approve remote attendance

The Board moved to approve remote attendance by trustee T. Adams under 5 ILCS 120/7(a)(1) personal illness or disability.

MOTION: Trustee A. Onan motioned moved to approve remote attendance by trustee T. Adams under 5 ILCS 120/7(a)(1) personal illness or disability.

SECOND: M. Martin

Roll Call: All in favor.

Motion Carried.

b. Adopt agenda

The Board moved to approve the September 30, 2025 agenda as amended, moving up item b from section 9 to just after public comments.

MOTION: Trustee K. Pickenpaugh motioned to approve the agenda as amended.

SECOND: A. Onan

Roll Call: All in favor.

Motion Carried.

V. Public Comments

a. Several visitors were present. One introduced herself as a community member and new community board member.

Insert discussion for section 9 item b: Acknowledgement from Zion Township Supervisor for Library Participation in the 2025 Zinnia, Monarch and Bees Too Festival

Acknowledgement from Zion Township Supervisor for Library Participation in the 2025 Zinnia, Monarch and Bees Too Festival.

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Zion Township Supervisor, Cheri Neal, was on hand to present a certificate of appreciation to the Library for continued participation in the annual Zinnia and Monarch Festival.

VI. Consent Agenda

MINUTES

- a. Approve Minutes from August 26, 2025 Regular Meeting
- b. Approve Minutes from the August 26, 2025 Special Meeting
Combined Budget and Appropriation and Estimate of Revenue for
Fiscal Year 2025.2026
- c. Approve minutes from the September 9, 2025 Committee of the
Whole.

TREASURERS AND INVESTMENT REPORTS AND BILLS

- d. Treasurer's Report for August 2025
- e. Cash Disbursements for August 2025
- f. EAV Estimates from Lake County

DIRECTOR'S REPORT

- g. Narrative Reports for August 2025
- h. Statistical Reports for August 2025

After discussion, the board moved to approve the consent agenda items a through h, tabling item f for next month.

MOTION: Trustee S. Singhal moved to approve Consent Agenda items a through h as discussed.

SECOND: K. Pickenpaugh

Roll Call: All in favor.

Motion Carried.

Regular Agenda

VII. Community Outreach Report

- a. Community 365: Katrina spoke about her involvement with ZBLA and upcoming projects. The flyer for the upcoming event was shared with the board.
- b. ZBCHC: None.
- c. TIF: TIF has not had a meeting in a while. Nothing new to discuss.

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- d. Other: The board would like to thank the GFWC Zion Womans Club for their generous donation. The Library's corporate membership in Kiwanis was discussed. It was decided that Trustee Montgomery would represent the Library as he is already a member of Kiwanis. This matter will be reviewed annually or at such time as Trustee Montgomery is no longer a member of the board or Kiwanis.

VIII. Unfinished business

- a. Tentative Fiscal Year Board Calendar for 2025.2026
The Board reviewed the tentative fiscal year board calendar.
- b. Discuss Special Meeting held on September 9, 2025
The board went over the committee of the whole and recommends that we reach out to the architects for new estimates for the front door remodel and the proposed youth services department upgrades.
- c. New Interpretations to the Library Bill of Rights
The Board reviewed the Library Bill of Rights and the collection development policy. May review further at a future committee of the whole meeting.
- d. Update for Audit for Fiscal Year Ending 6/30/2025
The auditor and the accountants will be on hand next month to go over the audit and answer any questions the Board may have.

IX. New Business

- a. Square Credit Card Fee
The Board weighed their option to pass the credit card transaction fees to the patron or to continue to absorb the cost as a service to the community. The library currently takes credit card payments at the printers/copiers and online and does not currently pass the credit fees to the patron. There is an existing line in the budget to cover those fees and so far, the library has not exceeded that budget line. The Board reached a consensus to continue this service to the community and not charge an additional credit card transaction fee to its patrons. This decision will be reevaluated on a yearly basis.
- b. Acknowledgement from Zion Township Supervisor for Library Participation in the 2025 Zinnia, Monarch and Bees Too Festival.
Zion Township Supervisor, Cheri Neal, was on hand to present a

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certificate of appreciation to the Library for continued participation
in the annual Zinnia and Monarch Festival.

X. Executive Session

- a. 5 ILCS 120/2(c)(1 or 2 or 3) if necessary
Motion not required.

XI. Adjournment

- a. Action taken pursuant to discussion during Executive Session
Motion not required.
- b. Move to adjourn
President M. Jaworek declared the September 30, 2025 Regular
Board meeting adjourned at 8:03 PM.

APPROVED: Oct 28, 2025
DATE

SIGNED Michael Jaworek
PRESIDENT

ATTESTED: [Signature]
SECRETARY

RECORDING SECRETARY: S. TORREZ
ADMINISTRATIVE ASSISTANT