

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

November 25, 2025

I. Call to Order

President M. Jaworek called the meeting to order at 6:31 PM.

II. Roll Call

Present: T. Adams*, M. Martin, T. Montgomery, A. Onan, & M. Jaworek
(Trustee Adams present via Zoom, exited meeting at 8:32 PM).

Absent: S. Singhal, K. Pickenpaugh

Staff: Smith, Torrez

III. Pledge of Allegiance

IV. Addenda to the Agenda

a. Approve remote attendance

MOTION: T. Montgomery motioned to approve remote attendance as needed.

SECOND: M. Martin

Roll Call: All in favor.

Motion Carried.

b. Adopt agenda

The Board moved to approve the November 25, 2025 agenda as amended. The discussion on the IL Library standards will be moved up to after public comments and before consent agenda.

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

SECOND: T. Montgomery

Roll Call: All in favor.

Motion Carried.

V. Public Comments

- a. There was one visitor present who was only here to observe the Board meeting. His name was Terry Printz.

Insert New Business Section C: Review Illinois Public Library Standards: Technology

IT Associate Romario Avila was present to go over the Technology section of the new Illinois Public Library Standards. Several policies need to be reviewed. Checkout of public laptops outside of the building are being explored. Hotspots are great, but they almost never get returned. The library conducts ongoing cybersecurity penetration tests. Staff training and testing have increased. Patron accessibility settings are being explored on the shared laptops. One on one patron technology sessions

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

continue. The board proposed ideas, such as a circulating mobile studio bag. Studio space at the library continues to be discussed. The board went on a small tour to see the completed Network Project hardware.

VI. Consent Agenda

MINUTES

- a. Approve Minutes from October 28, 2025 Regular Meeting

TREASURERS AND INVESTMENT REPORTS AND BILLS

- b. Treasurer's Report for October 2025
- c. Cash Disbursements for October 2025

DIRECTOR'S REPORT

- d. Narrative Reports for October 2025
- e. Statistical Reports for October 2025

After discussion, the board moved to approve the consent agenda items a through e.

MOTION: A. Onan moved to approve Consent Agenda items a through e as presented.

SECOND: M. Martin

Roll Call: All in favor.

Motion Carried.

Regular Agenda

VII. Community Outreach Report & Communications

- a. Community 365: The Mayor's Luncheon was reviewed, the need for a community calendar mentioned.
- b. ZBCHC: None.
- c. TIF: There will be a meeting on 12/12, with documents to come. Director Smith attended the joint TIF review board meeting for Beach Park.
- d. Other: CEJA information is pending.

VIII. Unfinished business

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

- a. Tentative Fiscal Year Board Calendar for 2025.2026

The Board reviewed the tentative fiscal year board calendar.

IX. New Business

- a. Group Insurance Premiums and the FY 2027 budget

The board discussed several options and decided to continue paying 100% of the Employee Only Plan Premium for health insurance through 12/31/2026, keep dental as is, add vision coverage with payments the same percentage as dental and to change from 100% to 90 % in 2027 due to budgetary constraints.

MOTION: T. Montgomery moved to continue paying 100% of the Employee Only Plan Premium for health insurance through 12/31/2026, keep dental as is, add vision coverage and to change from 100% to 90% in 2027 due to budgetary constraints.

SECOND: M. Martin

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

- b. Approve Annual Report and Disbursement for Fiscal Year 2024.2025

The board reviewed the Annual Report and Disbursement for Fiscal Year 2024.2025.

MOTION: M. Martin moved to approve the Annual Report and Disbursement for Fiscal Year 2024.2025 as presented.

SECOND: T. Montgomery

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

- c. Review Illinois Public Library Standards: Technology

See above, discussion.

- d. Update and discussion on the bequest from the Sarah Becker Estate

MOTION: A. Onan moved to use the bequest from the estate of Sarah Becker towards a library vehicle purchase.

SECOND: M. Martin

Roll Call:

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

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

Nay: -0-

Abstain: -0-

Motion Carried.

e. Progress report on the Assistant Director Position

Director Smith provided an update on the plan to fill the Assistant Director position. Director will have a job description and next steps ready by her annual review in April.

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

b. Move to adjourn

President M. Jaworek declared the November 25, 2025 Regular Board meeting adjourned at 8:46 PM.

APPROVED: Jan 27, 2026
DATE

SIGNED Michael Jaworek
PRESIDENT

ATTESTED: [Signature]
SECRETARY

RECORDING SECRETARY: S. TORREZ
ADMINISTRATIVE ASSISTANT