BOARD OF TRUSTEES Regular Board Meeting
Wednesday, August 20th, 2025; 7:30pm

MINUTES

I. Call to Order & Roll Call
Roll Call: 7:34pm
Present: Warrette Coleman, Djimon Smith, Thomas Morgan, Erika Zachery, Sanovia Reynolds-Parks.
Absent: Kisha Houston, MarcyJo Chachakis.
Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services.

II. Remarks from the Public
NONE

III. Approval of Minutes
Regular Board Meeting July 16, 2025
- A motion was made by Sanovia Reynolds-Parks, 2nd by Thomas Morgan, to approve the minutes of Regular Board Meeting July 16, 2025 as written. On a voice vote, the motion was approved.

IV. Correspondence
NONE

V. Treasurer's & Financial Reports
A. Income and Expense Reports July 31, 2025
B. Approval of Expenses: August 20, 2025
- A motion was made by Thomas Morgan, 2nd by Sanovia Reynolds-Parks, to approve the expenses of August 20, 2025.

Roll Call: Warrette Coleman, yes; Djimon Smith, yes; Thomas Morgan, yes; Erika Zachery, yes; Sanovia Reynolds-Parks, yes; Kisha Houston, absent; MarcyJo Chachakis, absent. Motion approved.

C. Other Financially Related Reports
1. Tentative Budget FY 25-26 posted
2. IPLAR will be electronically submitted

VI. Attorney's Report
Liability Risk Management.
-Director Van Cleve reached out to other directors and Susan reached out to Meristem Advisors. No familiarity is being found.

VII. Librarian's Report
-Statistics
-Director Van Cleve spoke about building updates, staff updates, outreach events, summer reading, committee recruitments (SWAN Board, anniversary village committee), winetasting, and upcoming programs.

VIII. Business

A. Old Business

1. A/V Paging System-

   - A motion was made by Djimon Smith, 2nd by Thomas Morgan, to approve proposal from CTI in the amount of $20,693.17

Roll Call: Warrette Coleman, yes; Djimon Smith, yes; Thomas Morgan, yes; Erika Zachery, yes; Sanovia Reynolds-Parks, yes; Kisha Houston, absent; MarcyJo Chachakis, absent.
Motion approved.

B. New Business

1. HVAC software upgrade

   -a motion was made by Sanovia Reynolds-Parks, 2nd by Thomas Morgan, to approve option #1 for HVAC Software upgrade in the amount of $16,250.00

Roll Call: Warrette Coleman, yes; Djimon Smith, yes; Thomas Morgan, yes; Erika Zachery, yes; Sanovia Reynolds-Parks, yes; Kisha Houston, absent; MarcyJo Chachakis, absent.
Motion approved.

2. Request to change October meeting date

   -a motion was made to change October meeting date from October 15th to October 22nd. On a voice vote, the motion was approved.

IX. Trustee Information and General Announcements
Secretary Minute Review
September Meeting: committee appointments, update bank signatures, pass budget.

X. Executive Session: 5 ILCS 120/2 (c)(1)
NONE

XI. Adjournment: 8:22pm

-A motion was made by Thomas Morgan, 2nd by Sanovia Reynolds-Parks, to adjourn the meeting at 8:22pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for September 17th, 2025; 7:30pm.

Respectfully submitted,

______________________	and	______________________
Djimon Smith, Board Secretary		Laura Van Cleve, Library Director