

**The Board of Library Trustees of
The Fox Lake Public Library District
Lake and McHenry Counties, Illinois**

Regular Meeting Minutes – May 20, 2025

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 6:37 p.m. by Secretary Swiss. Present and answering roll call were Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco. Present at the meeting were library staff members Melissa R. Villarreal, Han Song and William Ferger. Trustee Eck was absent from the meeting

APPROVAL OF MINUTES

The minutes of the April 15, 2025, regular board meeting were reviewed and discussed. Following discussion, Trustee Piklor moved that the minutes be approved. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).

TREASURER’S REPORT

The treasurer’s reports were reviewed and discussed by the Board of Library Trustees. Following discussion, Trustee Swiss moved that the reports be approved as presented. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).

DIRECTOR’S REPORTS

The Trustees were given the Director’s Report detailing the activities of the library and spreadsheets outlining staff members’ continuing education and programming details.

COMMITTEE REPORTS

Following discussion, Trustee Piklor moved to approve the March 25, 2025 Committee Meeting Minutes. The motion was seconded by Trustee Swanick and passed on the following vote: AYE: 4 (four) – Trustees Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 2 (two) – Trustees Cook and Kahling.

CORRESPONDENCE

Former Trustee Jan Genc sent a thank you card to the board of the library trustees. Library employee, Ann Ryan, also sent a thank you card.

PUBLIC COMMENT

There was no public comment.

UNFINISHED BUSINESS (items for board action)

- a. **Library of Things** Following discussion, Trustee Swiss moved to approve the Library of Things policy. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).
- b. **Library Vehicle** Following discussion, this item was tabled.
- c. **Miscellaneous (discussion only)** There were no miscellaneous items.

NEW BUSINESS (items for board action)

- d. **Fox Lake District Library's stance on IMLS funding** Following discussion, this item was tabled.

- e. **ATA Group Proposal** Following discussion, Trustee Swiss moved to accept ATA Group's proposal. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).

- f. **Bank Resolution 2024/2025-2; 2024/2025-3; 2024/2025-4** Following discussion, Trustee Swanick moved to accept Bank Resolutions 2024/2025-2; 2024/2025-3; 2024/2025-4 and adding Assistant Director Han Song as a signatory. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).

- g. **Library Space Reorganization** Following discussion, Trustee Swanick moved to approve the library space reorganization. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none).

- h. **Library Associate resignation** Director Villarreal informed the board of library trustees that Library Associates Theonesse Cheon and Katie Madl have resigned from their positions.

- i. **Staff Salaries for FY 25** Following discussion, this item was tabled.

- j. **Miscellaneous (discussion only)** There were no miscellaneous items.

ADJOURNMENT

Trustee Swiss moved that the meeting be adjourned. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 1 (one) – Trustee Eck; ABSTAINING: 0 (none). The meeting was adjourned by President Vanco at 8:26 p.m.

Respectfully submitted,

Marie Swiss, Secretary

APPROVED by the Board of Library Trustees of the Fox Lake Public Library District, Lake and McHenry Counties, Illinois, at their regular meeting of June 17, 2025:

Carolyn Vanco, President
The Board of Library Trustees of
The Fox Lake Public Library District,
Lake and McHenry Counties, Illinois