

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

**Regular Meeting Minutes – June 17, 2025**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:30 p.m. by Secretary Swiss. Present and answering roll call were Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco. Present at the meeting was library staff member Han Song.

**APPROVAL OF MINUTES**

The minutes of the May 20, 2025, board reorganization were reviewed and discussed. Following discussion, Trustee Cook moved that the minutes be approved. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

The minutes of the May 20, 2025, regular board meeting were reviewed and discussed. Following discussion, Trustee Cook moved that the minutes be approved. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**TREASURER’S REPORT**

The treasurer’s report was 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 Swanick and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); 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**

There were no committee reports

## **CORRESPONDENCE**

There was no correspondence

## **PUBLIC COMMENT**

There was no public comment.

## **UNFINISHED BUSINESS (items for board action)**

- a. **Fox Lake District Library's stance on IMLS funding** Following discussion, the board of library trustees requested a draft be ready for the next month's board meeting.
- b. **Staff Salaries for Fiscal Year 2025-2026** Following discussion, Trustee Swiss moved to approve staff salaries for Fiscal Year 2025-2026. The motion was seconded by Trustee Swanick and passed on the following vote: AYE: 6 (six) – Trustees Cook, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 1 (one) – Trustee Eck.
- c. **Miscellaneous (discussion only)** There were no miscellaneous items.

## **NEW BUSINESS (items for board action)**

- d. **Approval and Passage of Ordinance Number 2024/2025-5 "Setting the Schedule of Regular Board Meeting for the Fiscal Year 2025-2026"**  
Following discussion, Trustee Swanick moved to approve and pass Ordinance Number 2024/2025-5 "Setting the Schedule of Regular Board Meeting for the Fiscal Year 2025-2026". The motion was seconded by Trustee Cook and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**e. Annual determination of non-resident card user fee and Approval of participation in the Illinois Public Library Non-Resident Card program**

Following discussion, Trustee Piklor moved to determine the non-resident card user fee and approve participation in the Illinois Public Library Non-Resident Card program. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**f. Adopt the Financial Ordinance Calendar** Following discussion, Trustee Swanick moved to adopt the Financial Ordinance Calendar. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**g. Determination of Library hours for Fiscal Year 2025-2026** Following discussion, Trustee Swanick moved to approve library hours for fiscal year 2025-2026 as the following: Mondays through Thursdays 9 A.M. – 9 P.M. and Friday and Saturdays 9 A.M. – 5 P.M. starting in September 2025. The motion was seconded by Trustee Cook and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**h. Determination of Sunday hours for Fiscal Year 2025-2026** Following discussion, Trustee Swanick moved to approve Sunday hours for fiscal year 2025-2026 as the following: 1 P.M. – 5 P.M. starting in September 2025 and running during the school year. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

**i. Credit Card limit** Following discussion, Trustee Swanick moved to approve the new credit card limit for the Admin card at \$5000, the Adult Services card at \$2000, and the Children's Services card at \$2000. The motion was seconded by Trustee Vanco and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

- j. Hiring of Adult Services Library Associates** Following discussion, Trustee Piklor moved to approve the hiring of Leslie Vargas and Athena Volpendesta to the position of Adult Services Library Associates at the hourly rate of \$16. The motion was seconded by Trustee Kahlilng and passed on the following vote: AYE: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none).

- k. 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: 7 (seven) – Trustees Cook, Eck, Kahling, Piklor, Swanick, Swiss and Vanco; NAY: 0 (none); ABSENT: 0 (none); ABSTAINING: 0 (none). The meeting was adjourned by President Vanco at 8:00 p.m.

Respectfully submitted,

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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 July 15, 2025:

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