

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

Regular Meeting Minutes – December 16, 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, Kahling, Piklor, Swanick and Swiss. Present at the meeting were library staff members Melissa Villarreal, Han Song and member of the public Diane Surr. Trustee Vanco was absent for the meeting.

APPOINTMENT OF PRESIDENT PRO-TEMPORE

Trustee Swiss made a motion to appoint Trustee Swanick as President Pro-Tempore for the December 16, 2025, board meeting. The motion was seconded by Trustee Kahling and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none).

APPROVAL OF MINUTES

The minutes of the November 18, 2025, regular board meeting was reviewed and discussed. Following discussion, Trustee Piklor moved that the minutes be approved. The motion was seconded by Trustee Cook and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none).

TREASURER’S REPORT

The treasurer’s report was reviewed and discussed by the Board of Library Trustees. Following discussion, Trustee Kahling moved that the reports be approved as presented. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; 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. Appointment of Trustee** Following discussion, this item was tabled.

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

NEW BUSINESS (items for board action)

- c. Approval of Per Capita Grant Application** Following discussion, Trustee Kahling moved to approve the Per Capita Grant Application. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none).

- d. Acceptance of the Audit for FY 24-25** Following discussion, Trustee Swiss moved to accept the Audit for FY 24-25. The motion was seconded by Trustee Kahling and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none).

- e. Approval of the Library Board Bylaw Revision** Following discussion, Trustee Cook moved to approve the Library Board Bylaw Revision. The motion was seconded by Trustee Piklor and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none).

f. Surveillance System Proposals Following discussion, this item was tabled.

g. Miscellaneous (discussion only) There were no miscellaneous items.

ADJOURNMENT

Trustee Piklor moved that the meeting be adjourned. The motion was seconded by Trustee Swiss and passed on the following vote: AYE: 5 (five) – Trustees Cook, Kahling, Piklor, Swanick and Swiss; NAY: 0 (none); ABSENT: 1 (one) – Trustee Vanco; ABSTAINING: 0 (none). The meeting was adjourned by President Pro-Tempore Swanick at 8:08 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 February 17, 2026:

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