ELK GROVE VILLAGE PUBLIC LIBRARY

BOARD OF TRUSTEES
of the
ELK GROVE VILLAGE PUBLIC LIBRARY
Minutes of the Regular Meeting
Tuesday, November 4, 2025

President Lee Maternowski called the meeting to order at 7:00 pm.

Trustees present: Tim Burns, Isela Catania, Renee Weiland, JoAnn Shafar, Eileen Valentino, and Mary Vitale. Also present were Library Director Debra Nelson, Business Manager Michael Mangini, Administrative Assistant Jennifer Snyder and Network Administrator Josh Fulkerson. Department Heads: Adult Services Mary Kay Stiff, Building & Security Rick Avalos, Circulation Services Richy Sandberg, Digital & Maker Services Jake Pajor, Technical Services Nichole Kelley, and Youth Services Adelaide Rowe.

MINUTES APPROVED

1. REGULAR MEETING MINUTES

Secretary Valentino moved, seconded by Trustee Vitale, that the Board approve the minutes of the Regular Session Meeting held October 7, 2025.

2. COMMITTEE OF THE WHOLE MEETING MINUTES

Secretary Valentino moved, seconded by Trustee Shafar, that the Board approve the minutes of the Committee of the Whole Meeting held October 22, 2025.

On a voice vote, the motion passed

AGENDA REVIEW

No additions were made to the Agenda

AUDIENCE TO VISITORS

1. Courtney Mohr from Lauterbach & Amen presented the Audit.

2. Dave Frigo from Hitchcock Design gave an overview of the design proposal. Trustees asked questions and expressed concerns about the timeline of the outdoor project.

   Secretary Valentino moved, seconded by Trustee Vitale, that the Board approve the proposal from Hitchcock Design in the amount of $189,850 for services related to Phase 1, 5 & 7 of the master plan.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Vitale, Weiland
NAYS: None
Shafar voted "present"

COMMUNICATIONS

The Board reviews the communications

FINANCIAL REPORT
ACCOUNTS PAYABLE SCHEDULE

Trustee Weiland moved, seconded by Trustee Catania, that the Board approve the Accounts Payable Schedule dated November 4, 2025 in the amount of $210,796.76

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Vitale, Weiland
NAYS: None

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

No report

PERSONNEL

No report

POLICY

No report

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

The Friends are making a $1,000 donation to the Elk Grove Food Pantry designated for Thanksgiving meals. In a move to support educational opportunities, they are also partnering with the Village of Elk Grove and the Community Character Coalition to fund the Fallen Soldiers Scholarship. The Friends will also sponsor the library program, "The Voice that Rocked America," on November 28th.

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

The Library is preparing for the winter season and is excited about "A Charlie Brown Christmas Concert – with the Chris White Trio" on December 8th. Staff will hold an in-service day on January 26th (to be approved under New Business) This day will be used for staff development and team-building, coinciding with the update of the circulation software. The Per Capita Grant is due January 30th. As a requirement, Director Nelson will review the updated Standards of Public Libraries and present the findings at an upcoming Board Meeting. In recent outreach, Rick Avalos, Mariana Biagi, Jake Pajor, and Director Nelson presented on library services at a Rotary Club meeting on October 16th.

PENDING BUSINESS

No Pending Business

NEW BUSINESS

1. 2026 Board Meeting Schedule

Trustee Vitale moved, seconded by Trustee Shafar, that the Board approve the 2026 Library Regular Board Meeting schedule:

January 6
February 3
March 3
April 7
May 5
June 2
July 7
August 4
September 1
October 6
November 10
December 1

On a voice vote, the motion passed.

2. Optional Library Closures

Secretary Valentino moved, seconded by Trustee Vitale, that the Board approve to close the Library in accordance with Policy; Section: II Library Philosophy and Objectives, Subject: U Holiday Closures on the following dates in 2026:

April 5
May 24
September 6
December 31 - close early at 10:00 pm

On a voice vote, the motion passed.

3. Staff In-Service

Trustee Weiland moved, seconded by Trustee Vitale, that the Board approve to close the Library on January 26, 2026 for a staff in-service day.

On a voice vote, the motion passed.

4. Proposal from BOS

The Board reviewed the proposal. Director Nelson will contact BOS and will inquire if they can offer Omnia pricing.

Trustee Burns moved, seconded by Trustee Weiland, that the Board approve the proposal from BOS, not to exceed $15,237.05 for furniture and installation in the Digital & Maker Services Office.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Vitale, Weiland
NAYS: None

5. Committee of the Whole Meeting

A Committee of the Whole Meeting was schedule for November 18th at 7:00 pm.

ADJOURN

Secretary Valentino moved, seconded by Trustee Vitale, that the Board adjourn the Regular Session Meeting.

On a voice vote, the motion passed

The meeting was adjourned 8:13 pm.

Respectfully Submitted,
Eileen Valentino, Secretary