



Board of Trustees Meeting

Minutes of Meeting on December 29, 2025

- I. Call to order: Meeting was called to order at 6:08 PM by President M. Mancini

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

- II. Roll call/Attendance

- a. Library Trustees Present: President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, L. Smith, L. Sukarat
- b. Library Trustees Excused: N/A
- c. Library Trustees Absent: N/A
- d. Library Staff Present: Library Director, Seth Jacobus; Heidi Gramlich, Erin Singleton

- III. Approval of meeting agenda for December 29, 2025 meeting.

Motion to approve the agenda for the December 29, 2025 meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

- IV. Period of Public Expression: N/A

- V. Your Friends of the George F. Johnson Memorial Library: N/A

- VI. Approval of minutes from November 19, 2025 meeting

Motion to approve the minutes from the November 19, 2025 meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

VII. December Bills Manifest

Motion to accept December Bills Manifest

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

VIII. December Financial Report

Motion to approve the December Financial Report

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

IX. Old Business

- a. Building Maintenance-Electrical Room Wall; Roof Drains Quotes, and elevator floor tiles

S. Russell will consult the Village regarding the need for more information before the committee meets. A decision to choose the contractor is tabled until 1/21/26.

X. New Business

- a. Library Director 2026 Annual Review

Motion to approve the formation of a committee for the purpose of developing Director's evaluation.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

Committee members include L Sukarat, P. Russell, H. Smith

- b. Hiring of Social Worker – Information will be gathered to determine the scope of the need, sustainable alternatives for providing services, hiring parameters, community partnerships, etc.

XI. Other Business

- a. Bill from Bond, Schoeneck & King given to the library director

Motion for the library to pay a bill for Bond, Schoeneck & King.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

- b. Public outreach to recruit new library board members

Motion to approve the formation of a committee for the purpose of finding new board members.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

Committee members: L. Sukarat, K. Roman

- c. Proposal to promote library resources via a banner made by P. Russell
- d. 12/28/25 patron letter to the board

Motion to respond to 12/28/25 letter from patron regarding the purchase of graphic novels.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

XII. Adjournment

Motion to adjourn at 7:18 pm

Motion by S. Russell, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

Linda Sukarat

12/30/25

Linda Sukarat

Date