



## 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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