



**Agenda for Regular Meeting of April 15, 2026 at 7:00 PM**

1. ROLL CALL
2. AUDIENCE PARTICIPATION
  - Tiffany Nash and Dan Pohrte, Product Architecture and Design
  - Public Comments
3. CONSENT AGENDA **\*R**
  - Approval of minutes of previous regular meeting of March 18, 2026
  - Acceptance of March 2026 communications
  - Approval of treasurer's report and financial statements for March 31, 2026
  - Approval of Director's Report for April 15, 2026
  - Acceptance of an internal controls audit report from Meristem Advisors, LLC
4. UNFINISHED BUSINESS
5. NEW BUSINESS
  - Presentation of architectural plans, design, and materials for new building
  - Approval of Resolution 2026-08: A resolution establishing the revenue budget of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027 **\*R**
  - Approval of Resolution 2026-09: A resolution establishing the expenditures budget of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027 **\*R**
  - Approval of Resolution 2026-10: A resolution establishing the budget appropriation of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027 **\*R**
  - Approval of Resolution 2026-11: A resolution for transfer of surplus interest accrued in the nonmajor governmental funds to the general operating fund **\*R**
  - Approval of a letter to the Village Board regarding the .02% Building & Maintenance Levy **\*R**
  - Action, if any, on items discussed in executive session **\*R**
6. EXECUTIVE SESSION
  - For the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, pursuant to 5 ILCS 120/2 (c)(1)
  - For the purpose of semi-annual review of minutes of meetings closed lawfully under the Act, pursuant to 5 ILCS 120/2(c)(21)
7. ANNOUNCEMENTS
  - Next regular meeting: May 20, 2026 at 7:00 PM
8. REMINDERS
  - Statements of Economic Interest due May 1, 2026
9. ADJOURNMENT **\*V**



## HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES

405 N. Hillside Avenue, Hillside, IL 60162

Lower Level Meeting Room

### Minutes for Regular Meeting of April 15, 2026

#### CALL TO ORDER

President Sypkens called the meeting to order at 7:00 PM.

#### ROLL CALL

##### Members Present

President: Maureen Sypkens

Vice President: Shirley Wachowski

Secretary: Donna Kassar

Trustee: Yolanda Bindert

##### Members Absent

Treasurer: Bill Spain

Trustee: Sandy Barge

Trustee: Geneva Allen

##### Library Staff Present:

Amy Franco, Library Director

##### Others Present:

Tiffany Nash, Product Architecture + Design

Dan Pohrte, Product Architecture + Design

#### AUDIENCE PARTICIPATION

Tiffany Nash and Dan Pohrte discussed the updated plans for the new building. They brought samples of the color palette for the walls and flooring. We still need to hire a construction manager.

#### APPROVAL OF CONSENT AGENDA

which included:

- Approval of minutes of previous Regular Meeting of March 18, 2026
- Acceptance of March 2026 Communications
- Approval of Treasurer's Report and financial statements for March 31, 2026
- Approval of Director's Report for April 15, 2026

Secretary Kassar made a motion to approve the Consent Agenda for January 21, 2026 as presented, seconded by Trustee Bindert. Motion carried; roll call vote unanimous.

## **NEW BUSINESS**

President Sypkens made a motion to approve the following, seconded by Vice President Wachowski. Motion carried; roll call vote unanimous.

- Resolution 2026-08: A resolution establishing the revenue budget of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027
- Resolution 2026-09: A resolution establishing the expenditures budget of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027
- Resolution 2026-10: A resolution establishing the budget appropriation of the Hillside Public Library for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027

Secretary Kassar made a motion to approve Resolution 2026-11: A resolution for transfer of surplus interest accrued in the nonmajor governmental funds to the general operating fund, seconded by Vice President Wachowski. Motion carried; roll call vote unanimous.

Secretary Kassar made a motion to approve a letter to the Village Board regarding the .02% Building & Maintenance Levy, seconded by Vice President Wachowski. Motion carried; roll call vote unanimous.

The Board discussed the performance of Director Amy Franco. The Board recognizes the director's pursuit of a library administration certificate and her consistent support for community and library organizations. We feel she is committed to the success of our library and appreciate all her hard work. President Sypkens made a motion to approve a cost-of-living salary increase of 3% and a merit raise of 1%, effective May 1, 2026, seconded by Donna Kassar. Motion carried; roll call vote unanimous.

## **ANNOUNCEMENT**

The next regular meeting will be on May 20, 2026 at 7:00 PM.

## **REMINDERS**

Statements of Economic Interest are due May 1, 2026.

## **ADJOURNMENT**

Vice President Wachowski made a motion to adjourn the regular meeting of April 15, 2026, seconded by President Sypkens. Motion carried; voice vote unanimous. Meeting adjourned at 7:40 PM.

Prepared by Donna Kassar, Secretary

**HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES  
TREASURER'S REPORT FOR MARCH 31, 2026**

**1. Review of Bills and Financial Accounting**

**EXPENDITURES AS OF MARCH 31, 2026**

PERSONNEL	\$65,259.14
OPERATIONS	\$12,188.03
PROFESSIONAL SERVICES	\$4,804.75
MATERIALS	\$12,237.07
PROGRAMS	\$1,997.81
BUILDING	\$7,948.56
CAPITAL	\$7,494.80
<b>TOTAL EXPENDITURES</b>	<b><u>\$111,930.16</u></b>

**RECEIPTS AS OF MARCH 31, 2026**

FINES, FEES & MISCELLANEOUS INCOME	\$117.00
PER CAPITA GRANT	\$0.00
INTEREST INCOME	\$4,009.67
Illinois Funds Reinvest	\$4,357.88
PFM Reinvest	\$1,078.32
Hinsdale Bank	\$0.00
TAXES PRIOR YEARS	\$309,443.21
TAXES CURRENT	\$0.00
TAXES ADVANCE	\$0.00
CORPORATE REPLACEMENT TAXES	\$289.81
OTHER	\$289.81
<b>TOTAL RECEIPTS</b>	<b><u>\$319,295.89</u></b>

**2. Fund Balances as of March 31, 2026**

11-2900	Library Fund (Cash & Investment)	\$1,756,726.04
20-2900	Building Maintenance Fund	-\$68,373.43
40-2900	IMRF Fund	\$4,424.14
50-2900	Insurance Fund	\$9,076.91
52-2900	Unemployment Fund	\$25,649.97
54-2900	Workers Comp Fund	\$4,480.21
60-2900	Audit Fund	-\$2,305.91
70-2900	Building Reserve Fund	\$2,795,421.93
<b>TOTAL FUND BALANCES</b>		<b><u>\$4,525,099.86</u></b>