



HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES

405 N. Hillside Avenue, Hillside, IL 60162

Lower Level Meeting Room

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

1. ROLL CALL
2. AUDIENCE PARTICIPATION
 - Public Comments
3. APPROVAL OF MINUTES ***V**
 - Previous regular meeting of June 17, 2026
 - Previous special meeting of June 29, 2026
4. COMMUNICATIONS
5. OFFICERS' REPORTS ***V**
6. FINANCIAL REPORTS
 - Treasurer's Report for June 2026
 - Review of Bills, June 2026
 - Approval of Financial Statements, June 2026 ***R**
7. DIRECTOR'S REPORT ***V**
8. COMMITTEE REPORTS ***V**
9. UNFINISHED BUSINESS
10. NEW BUSINESS
 - Approval of revised Succession Plan ***V**
 - Cancellation of September 16, 2026 Regular Meeting ***V**
11. EXECUTIVE SESSION (if needed)
12. ANNOUNCEMENTS
 - Next regular meeting: October 21, 2026
13. REMINDERS
14. ADJOURNMENT ***V**

Posted: Library Lobby and Website

Delivered: Trustees

Potential Board Action on Items Marked with Asterisk*



Minutes for Regular Meeting of August 19, 2026

CALL TO ORDER

President Sypkens called the meeting to order at 7:02 PM.

ROLL CALL

Members Present

President: Maureen Sypkens

Treasurer: Bill Spain

Secretary: Donna Kassar

Trustee: Sandy Barge

Trustee: Geneva Allen

Trustee: Yolanda Bindert

Members Absent

Vice President: Shirley Wachowski

Library Staff Present:

Amy Franco, Library Director

APPROVAL OF MINUTES

Secretary Kassar made a motion to approve the Minutes of the Regular Meeting of June 17, 2026, and the Minutes of the Special Meeting of June 29, 2026, as presented, seconded by Treasurer Spain. Motion carried; roll call vote unanimous.

FINANCIAL REPORTS

Treasurer Spain presented the Treasurer's Report, the Review of Bills and the Financial Statements for June 2026.

Treasurer Spain made a motion to approve the financial reports for June 2026, seconded by Trustee Bindert. Motion carried; roll call vote unanimous.

DIRECTOR'S REPORT

On June 29, several staff and board members toured the new building site. The village is working on a final contract with the construction manager. The library has purchased an industrial dehumidifier for the basement. The audit fieldwork was all completed remotely indicating that they did not find any issues with our documentation. The tax bills will be 6-8 weeks late this year. The staff is working on policies and procedures for our new computer lab. We have new procedures in place to assure our website is consistent with our branding and that it conforms to access guidelines. Carmen Parker is retiring in December. The director is evaluating how to fill her role and may create a new position. Three things to share: 1. Summer Reading is underway. The grand prize will be an iPad, 2. Unplug Illinois Day activities held on July 11, 3. Your library card gives you access to many online resources including Libby. There will be a workshop on "Getting Started with Libby" on July 22 at noon.

President Sypkens made a motion to approve the Director's Report, seconded by Trustee Allen. Motion carried; voice vote unanimous.

NEW BUSINESS

President Sypkens made a motion to approve the revised Succession Plan, seconded by Treasurer Spain. Motion carried; voice vote unanimous.

Secretary Kassar made a motion to cancel the September 16, 2026, Regular Board Meeting, seconded by Trustee Bindert. Motion carried; voice vote unanimous.

ANNOUNCEMENTS

The next regular meeting will be on August 19, 2026 at 7:00 pm.

ADJOURNMENT

President Sypkens made a motion to adjourn the regular meeting of July 15, 2026, seconded by Treasurer Spain. Motion carried; voice vote unanimous. Meeting adjourned at 7:45 PM.

Prepared by Donna Kassar, Secretary

HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES
TREASURER'S REPORT FOR JUNE 30, 2026

1. Review of Bills and Financial Accounting

EXPENDITURES AS OF JUNE 30, 2026

PERSONNEL	\$68,948.68
OPERATIONS	\$18,857.43
PROFESSIONAL SERVICES	\$8,496.00
MATERIALS	\$12,797.44
PROGRAMS	\$6,023.79
BUILDING	\$11,698.81
CAPITAL	\$38,698.06
TOTAL EXPENDITURES	\$165,520.21

RECEIPTS AS OF JUNE 30, 2026

FINES, FEES & MISCELLANEOUS INCOME	\$736.19
PER CAPITA GRANT	\$0.00
INTEREST INCOME	
Illinois Funds Reinvest	\$3,897.37
PFM Reinvest	\$5,644.74
Hinsdale Bank	\$1,012.47
TAXES PRIOR YEARS	\$0.00
TAXES CURRENT	\$54,116.52
TAXES ADVANCE	\$0.00
CORPORATE REPLACEMENT TAXES	\$0.00
OTHER	\$0.00
TOTAL RECEIPTS	\$65,407.29

2. Fund Balances as of June 30, 2026

11-2900	Library Fund (Cash & Investment)	\$2,012,460.48
20-2900	Building Maintenance Fund	-\$48,556.42
40-2900	IMRF Fund	\$21,987.74
50-2900	Insurance Fund	\$10,887.19
52-2900	Unemployment Fund	\$25,247.95
54-2900	Workers Comp Fund	\$5,538.64
60-2900	Audit Fund	-\$744.59
70-2900	Building Reserve Fund	\$2,768,247.53
TOTAL FUND BALANCES		\$4,795,068.52