



HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES

405 N. Hillside Avenue, Hillside, IL 60162

Lower Level Meeting Room

Agenda for Regular Meeting of March 19, 2025 at 7:00 PM

1. ROLL CALL
2. AUDIENCE PARTICIPATION
 - Carmen Parker, Acquisitions Manager
 - Ricardo Morales, Senior Vice President, Wintrust Commercial Banking
 - Kelly Kuzmitz, Treasury Management Officer, Wintrust Financial Corporation
 - Public Comments
3. CONSENT AGENDA ***R**
 - Approval of minutes of previous regular meeting of February 19, 2025
 - Acceptance of February 2025 communications
 - Approval of Treasurer's Report and financial statements for February 2025
 - Acceptance of Director's Report for February 2025
 - Acceptance of *Serving Our Public: Chapter 12: Technology*
 - Appointment of Trustees Sypkens, Wachowski, and Barge to Ad-Hoc Policy Committee as discussed during regular meeting of February 19, 2025
 - Approval of contract extension for audit services with Sikich, CPA, LLC
4. UNFINISHED BUSINESS
5. NEW BUSINESS
 - Approval of Resolution 2025-08: A resolution designating a new primary banking provider for the Hillside Public Library ***R**
 - Review of Resolution 2025-05: A resolution establishing the revenue budget of the Hillside Public Library for the fiscal year beginning May 1, 2025 and ending April 30, 2026
 - Review of Resolution 2025-06: A resolution establishing the expenditures budget of the Hillside Public Library for the fiscal year beginning May 1, 2025 and ending April 30, 2026
 - Review of Resolution 2025-07: A resolution establishing the budget appropriation of the Hillside Public Library for the fiscal year beginning May 1, 2025 and ending April 30, 2026
 - 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)
7. ANNOUNCEMENTS
 - Next regular meeting: April 16, 2025
8. REMINDERS
9. ADJOURNMENT ***V**

Posted: Library Lobby and Website

Delivered: Trustees

Potential Board Action on Items Marked with Asterisk*

HILLSIDE PUBLIC LIBRARY
405 N. HILLSIDE AVENUE, HILLSIDE, IL

BOARD OF TRUSTEES MEETING –March 19, 2025
MINUTES

1. CALL TO ORDER: The meeting was called to order at 7:01 pm by Maureen Sypkens.
PUBLIC COMMENTS: *The Board President will advise the public they must follow the Hillside Public Library Rules for Public Comment. The Hillside Public Library Rules for Public Comment are available on the Library's website.*
2. ROLL CALL: PRESENT In Person – Maureen Sypkens, Bill Spain, Yolanda Bindert, Geneva Allen. Sandy Barge arrived at 7:09, Donna Kassar arrived at 7:22. ABSENT – Shirley Wachowski
Guests: Director Amy Franco, Carmen Parker, Ricardo Morales, Kelly Kuzmitz
3. AUDIENCE PARTICIPATION
 - a. Carmen Parker, Acquisitions Manager, discussed collection management, weeding AV materials and the new additions to Beyond Books collection.
 - b. Ric Morales, Senior Vice President, Wintrust Commercial Banking and Kelly Kuzmitz, Treasury Management Officer, Wintrust Financial Corporation discussed the services offered and the benefits of moving our banking services to Wintrust Bank.
4. APPROVAL OF CONSENT AGENDA
 - a. Bill Spain made a motion to APPROVE THE CONSENT AGENDA FOR MARCH 19, 2025, AS PRESENTED. Maureen Sypkens seconded the motion. The motion carried by roll call vote. Maureen Sypkens – AYE, Donna Kassar – AYE, Bill Spain – AYE, Yolanda Bindert – AYE, Sandy Barge – AYE, Geneva Allen – AYE.
The Consent Agenda included:
 - i. Approval of previous regular meeting minutes of February 19, 2025
 - ii. Acceptance of February 2025 communications
 - iii. Approval of Treasurer's Report and financial statements report for February 2025
 - iv. Acceptance of Director's Report for February 2025
 - v. Acceptance of *Serving Our Public: Chapter Technology*
 - vi. Acceptance of Trustees Sypkens, Wachowski, and Barge to Ad-Hoc Policy Committee as discussed.
 - vii. Approval of contract extension for audit services with Sikich, CPA, LLC

5. NEW BUSINESS

- a. Approval of Resolution 2025-08. Maureen Sykens made a motion to APPROVE RESOLUTION 2025-08: A RESOLUTION DESIGNATING A NEW PRIMARY BANKING PROVIDER FOR THE HILLSIDE PUBLIC LIBRARY. Bill Spain seconded the motion. Motion carried by roll call vote: Maureen Sykens – AYE, Donna Kassar – AYE, Bill Spain – AYE, Yolanda Bindert – AYE, Sandy Barge – AYE, Geneva Allen – AYE
- b. Review of Resolution 2025-05: A resolution establishing the revenue budget of the Hillside Public Library for the fiscal year beginning May 1, 2025, and ending April 30, 2026. The IMLS funds RAILS and the Per Capita Grant Funds. These funds are at risk with the federal government cuts. Contact your legislators.
- c. Review of Resolution 2025-06: A resolution establishing the expenditures budget of the Hillside Public Library for the fiscal year beginning May 1, 2025, and ending April 20, 2026. Director Franco presented the proposed annual budget for FY2026 of \$1,921,110.
- d. Review of Resolution 2025-07: A resolution establishing the budget appropriation of the Hillside Public Library for the fiscal year beginning May 1, 2025, and ending April 30, 2026. The budget will be approved at the April meeting.

6. Director Evaluation

- a. The board members evaluated Director Franco's performance for the past year. The board is very happy with her performance as director and her continued dedication to the improvement of the library.
- b. Maureen Sykens made a motion to GIVE THE DIRECTOR A 2.5% COST OF LIVING ALLOWANCE AND A 1.5% MERIT RAISE for FY2026. Donna Kassar seconded the motion. Motion carried by roll call vote: Maureen Sykens – AYE, Donna Kassar – AYE, Bill Spain – AYE, Yolanda Bindert – AYE, Sandy Barge – AYE, Geneva Allen – AYE

7. ANNOUNCEMENT

- a. The next meeting will be on April 16, 2025.

8. ADJOURNMENT – Maureen Sykens made a motion to adjourn the meeting at 8:23 pm. Bill Spain seconded the motion. The motion carried by voice vote.

HILLSIDE PUBLIC LIBRARY BOARD OF TRUSTEES

TREASURER'S REPORT FOR FEBRUARY 28, 2025

1. Review of Bills and Financial Accounting

EXPENDITURES AS OF FEBRUARY 28, 2025

| | |
|---------------------------|---------------------|
| PERSONNEL | \$62,951.46 |
| OPERATIONS | -\$99,987.11 |
| PROFESSIONAL SERVICES | \$8,251.16 |
| MATERIALS | \$7,775.95 |
| PROGRAMS | \$1,987.76 |
| BUILDING | \$82.18 |
| CAPITAL | -\$242.44 |
| TOTAL EXPENDITURES | -\$19,181.04 |

RECEIPTS AS OF FEBRUARY 28, 2025

| | |
|------------------------------------|---------------------|
| FINES, FEES & MISCELLANEOUS INCOME | \$474.61 |
| PER CAPITA GRANT | \$0.00 |
| INTEREST INCOME | |
| Republic Bank | \$652.59 |
| Illinois Funds Reinvest | \$4,118.62 |
| PFM Reinvest | \$4,133.72 |
| TAXES PRIOR YEARS | \$0.00 |
| TAXES CURRENT | \$0.00 |
| TAXES ADVANCE | \$207,116.94 |
| CORPORATE REPLACEMENT TAXES | \$0.00 |
| OTHER | \$38,637.17 |
| TOTAL RECEIPTS | \$255,133.65 |

2. Fund Balances as of February 28, 2025

| | | |
|----------------------------|----------------------------------|-----------------------|
| 11-2900 | Library Fund (Cash & Investment) | \$1,362,149.07 |
| 20-2900 | Building Maintenance Fund | -\$66,715.86 |
| 30-2900 | FICA Fund | -\$9,825.27 |
| 40-2900 | IMRF Fund | -\$16,355.89 |
| 50-2900 | Insurance Fund | \$836.20 |
| 52-2900 | Unemployment Fund | \$26,052.98 |
| 54-2900 | Workers Comp Fund | \$1,801.20 |
| 60-2900 | Audit Fund | \$85.57 |
| 70-2900 | Building Reserve Fund | \$2,863,667.93 |
| TOTAL FUND BALANCES | | \$4,161,695.93 |