

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT  
411 S. Main St. • Lombard, IL 60148

## BOARD OF TRUSTEES SPECIAL MEETING MINUTES

August 12, 2025  
7:00 p.m.  
Conference Room

- I. Call to order
  - a. President Pinkett-Floyd called the meeting of the Board of Trustees to order at 7:00 p.m. in the Conference Room.
- II. Pledge of Allegiance
  - a. All present recited the Pledge of Allegiance.
- III. Trustee Aasmundstad Walsh read the Land Acknowledgement Statement: The Helen Plum Library Board of Trustees unanimously acknowledges that many indigenous groups once lived on the land where the Library now resides. The Library invites all to learn their histories, cultures, and peoples. The Library Board encourages our neighbors to explore learning opportunities through local, Indigenous-based organizations such as Midwest SOARRING Foundation.
- IV. Roll call, recording both present and absent members, with approved virtual attendance noted with an \*
  - a. Present: President Allison Pinkett-Floyd, Vice President Sue Wiggins\*, Secretary Julie Kowalski-Schmidt, Treasurer Ginger Kearney; Trustees Kristin Aasmundstad Walsh, Bijal Patel, and Kelly Simms
  - b. Absent: None
  - c. Staff members present: Executive Director Anne Luzeniecki, Assistant Director Tyler Works, Technology and Metadata Services Manager Alex Vancina, and Executive Assistant Jenn Ferguson
  - d. Guests present: None
- V. Public Comment
  - a. Three members of the public were present, and a public comment was given by a resident regarding the computer chairs on the 2<sup>nd</sup> floor.
- VI. ACTION ITEM: Adoption of the Agenda
  - a. Secretary Kowalski-Schmidt moved to adopt the agenda. Trustee Aasmundstad Walsh seconded the motion. All ayes, no nays. Motion passed.
- VII. ACTION ITEM: Approval of consent agenda items

- a. Approval of minutes
  - i. Special Board meeting, July 22, 2025
- b. Secretary Kowalski-Schmidt moved to approve consent agenda items. Treasurer Kearney seconded the motion. All ayes, no nays. Motion passed.

## VIII. Unfinished Business

- a. Category follow-up for Storytime in recent Library Events Survey.
  - i. Assistant Director Works noted that Storytimes was previously attributed to another program type in the event survey discussed at the last meeting. Trustees were provided with an updated summary.

## IX. New Business

- a. ACTION ITEM: Adopt Tentative Budget and Appropriations Ordinance 2025-2026-005. Roll call vote.
  - i. Secretary Kowalski-Schmidt moved to adopt Tentative Budget and Appropriations Ordinance 2025-2026-005. Treasurer Kearney seconded the motion. Roll call vote.
    - 1. Executive Director Luzeniecki noted that this is the annual ordinance that sets the Library's legal spending limit. Most of the budget lines are set at 10% more than the Working Budget, with some exceptions; Memorials, which allows the Library to allocate any large donations that may come in, and Facilities & Custodial Expenses as they can be the most unpredictable.
      - a. Kristin Aasmundstad Walsh: Y
      - b. Ginger Kearney: Y
      - c. Julie Kowalski-Schmidt: Y
      - d. Bijal Patel: Y
      - e. Kelly Simms: Y
      - f. Sue Wiggins: Y
      - g. Allison Pinkett-Floyd: Y
  - ii. All ayes, no nays. Motion passed.
- b. ACTION ITEM: Set September 16, 2025, as the Public Hearing date to discuss the Tentative Budget and Appropriations Ordinance.
  - i. Secretary Kowalski-Schmidt moved to set September 16, 2025, as the Public Hearing date to discuss the Tentative Budget and Appropriations Ordinance. Trustee Simms seconded the motion. All ayes, no nays. Motion passed.
    - 1. Kristin Aasmundstad Walsh: Y
    - 2. Ginger Kearney: Y
    - 3. Julie Kowalski-Schmidt: Y
    - 4. Bijal Patel: Y
    - 5. Kelly Simms: Y
    - 6. Sue Wiggins: Y
    - 7. Allison Pinkett-Floyd: Y

- ii. All ayes, no nays. Motion passed.
  - c. ACTION ITEM: Approval of FY2024–2025 Illinois Public Library Report (IPLAR). Roll call vote.
    - i. Secretary Kowalski-Schmidt moved to approve the FY2024–2025 IPLAR. Trustee Aasmundstad Walsh seconded the motion. Roll call vote.
      - 1. Executive Director Luzeniecki highlighted that meeting room reservations increased 90%, study room reservations by 29%, and increases in annual visits (15%), number of cardholders (6%), and circulation (7%). She notes that, around this point in time for a new building, use statistics are often plateauing, but this hasn't happened!
        - a. Kristin Aasmundstad Walsh: Y
        - b. Ginger Kearney: Y
        - c. Julie Kowalski-Schmidt: Y
        - d. Bijal Patel: Y
        - e. Kelly Simms: Y
        - f. Sue Wiggins: Y
        - g. Allison Pinkett-Floyd: Y
    - ii. All ayes, no nays. Motion passed.
  - d. ACTION ITEM: Approval of Reimbursement of Travel Expenses for Trustee Kelly Ann Simms for the June 26–30 ALA Conference in the amount of \$2,056.34. Roll call vote.
    - i. Secretary Kowalski-Schmidt moved to approve the reimbursement of travel expenses for Trustee Simms. Treasurer Kearney seconded the motion. Roll call vote.
      - 1. Kristin Aasmundstad Walsh: Y
      - 2. Ginger Kearney: Y
      - 3. Julie Kowalski-Schmidt: Y
      - 4. Bijal Patel: Y
      - 5. Kelly Simms: Y
      - 6. Sue Wiggins: Y
      - 7. Allison Pinkett-Floyd: Y
    - ii. All ayes, no nays. Motion passed.
- X. Communications
  - a. None received.
- XI. Executive Director's Report
  - a. PRESENTATION: Board SOAR Analysis Introduction
    - i. Executive Director Luzeniecki presented the overview of the SOAR (Strengths, Opportunities, Aspirations, Results) analysis the Board will be conducting at the August 19, 2025 meeting. She noted the intent is not to solve specific issues but define what long-term

# APPROVED

success looks like. The discussion is slated for no more than an hour, and a subsequent follow-up survey will be sent for any additional ideas/comments that may not have been brought up in the session. Trustees were asked to consider the strengths, opportunities, aspirations, and what results are desired as they consider the Library's potential as an organization in our community.

XII. Adjournment: 7:16 pm

- a. Trustee Simms moved to adjourn. Treasurer Kearney seconded the motion. All ayes, no nays. Meeting adjourned.

Approved: \_\_\_\_\_

Julie Kowalski-Schmidt  
Board Secretary