



411 South Main Street • Lombard, IL 60148  
(630) 627-0316 • [helenplum.org](http://helenplum.org)

## **BOARD OF TRUSTEES MEETING AGENDA**

September 16, 2025  
7:00 p.m.  
Conference Room

The meeting will be held at 7:00 p.m. at the Library. The public is encouraged to observe the meeting in person or online. To watch a live stream online, visit our website <https://www.helenplum.org/board/live-stream>.

Public comments for this Board Meeting can be presented in person during the “Public Comment” section of the meeting. Public comment is limited to three minutes per person.

## **HEARING ON FINAL BUDGET AND APPROPRIATIONS ORDINANCE**

September 16, 2025  
7:00 p.m.  
Conference Room

- I. Call to order
- II. Pledge of Allegiance
- III. Roll Call, recording both present and absent members
- IV. Public Hearing on Ordinance
  - a. Final Budget and Appropriations Ordinance 2025-2026-005
  - b. Public presentation on Budget and Appropriations Ordinance



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## **BOARD OF TRUSTEES MEETING AGENDA**

September 16, 2025

Promptly upon conclusion of the Public Hearing  
Conference Room

- I. Call to order
- II. 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.
- III. Roll Call, recording both present and absent members
- IV. Public Comment
- V. ACTION ITEM: Adoption of the Agenda
- VI. ACTION ITEM: Approval of consent agenda items
  - a. Approval of minutes
    - i. Board Meeting, August 19, 2025
  - b. Approval of financial reports
    - i. Check Register dated August 31, 2025
    - ii. Cash and Investments Report dated August 31, 2025
    - iii. Revenue and Expenditures vs. Budget Report dated August 31, 2025
    - iv. Balance Sheet Previous Year Comparison as of August 31, 2025
- VII. Committee and Foundation Reports
  - a. Audit Committee
  - b. Director Relations Committee
  - c. Policy and Bylaws Committee
  - d. Helen Plum Library Foundation
- VIII. Unfinished Business
  - a. Nanny Nikki Music, LLC \$0.00 Check on Check Register dated July 31, 2025
  - b. Elevator sensor timeline

IX. New Business

- a. ACTION ITEM: Adoption of Final Budget and Appropriations Ordinance 2025-2026-005. Roll call vote.
- b. ACTION ITEM: Approval of Certified Estimate of Revenues by Source.
- c. ACTION ITEM: Adoption of Resolution 2025-2026-006 to Determine Estimate of Funds Needed.
- d. ACTION ITEM: Adoption of Ordinance 2025-2026-007 to Transfer Funds from the Capital Building Fund to the Debt Service Fund. Roll call vote.
- e. ACTION ITEM: Adoption of Ordinance 2025-2026-008 to Transfer Funds from the Special Reserve Fund to the Library Fund. Roll call vote.
- f. ACTION ITEM: Adoption of updated policies
  - i. B-7 Disposal of Surplus Library Materials
  - ii. B-13 Division of Responsibility between Board and Executive Director
  - iii. C-6 Alcohol at Library Events – *Retire Policy*
  - iv. P-26 Anti-Bullying
  - v. U-1 Use of Facilities and Materials
- g. ACTION ITEM: Approval of report on Secretary's records for January 1, 2025 through June 30, 2025
- h. ACTION ITEM: Approval of destruction of closed session meeting audio recordings older than 18 months (5 ILCS 120/2.06)
- i. DISCUSSION: Committee minutes expectations
- j. PRESENTATION: Summer Reading recap presented by Cate Hoadley (YS Assistant Manager) and Stephanie Howes (AS Assistant Manager)

X. Communications

XI. Executive Director's Report

XII. Library Activity Report

- XIV. Closed Session to discuss the appointment, employment, compensation,
  - a. discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. Roll call vote.
- XV. Vote to affirm decisions made in Closed Session.
- XVI. Adjournment