

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES
Tuesday, August 19, 2025, at 6:30 p.m. at the Library, 407 Lincoln Avenue, Fox River Grove

MINUTES

CALL TO ORDER & ROLL CALL – 6:31 p.m. by President Augle. Bunton, Gipson, Meshes, Christianson, Miller, and Director Komala present. Cooper absent.

BUDGET & APPROPRIATION HEARING – Komala presented the board with two budget options based on different levies, increases of 2% and 2.5% over previous year tax extension.

INPUT FROM CITIZENS – Bridgett Kaiser, Adult and Technical Services Manager, and Kelly Johnson, Youth Services Manager, were present.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Illinois Secretary of State: 2025 Illinois Public Library Per Capita Grant Award Letter – Komala noted the Per Capita Grant check was received for \$5,860.18 and that the rate was reverted back to \$1.475 per resident from the previous year's \$1.485.
- 2) Illinois Secretary of State: Legislation to Enhance Protections for Illinois Libraries – Komala noted the State Library has grants available for libraries use to put in more security measures if necessary. Christianson asked what kind of security measures the Library currently has in place. Komala mentioned the Library's security cameras and that she plans to poll the staff to see how they feel about their personal safety working at the Library. There was discussion of panic buttons and how they can be portable now, but staff must be willing to carry them on their person.
- 3) Attorney Memo: B&A Ordinance Reminder – Komala noted the B&A hearing notice was published in the NW Herald on 7/12/2025. She will file the B&A Ordinance with the County Clerk after its approval at tonight's meeting.
- 4) Attorney Memo: Opioid Medication and Trained Library Staff – Komala noted this has now been signed into law. Hopefully most staff can be trained at the next all-staff meeting on September 26, 2025. The Library should be able to meet compliance by the January 1, 2026 effective date.
- 5) Attorney Memo: Payment of Nonresident Fees – Komala noted the new law will allow payment of Nonresident Fees quarterly, biannually, or annually. The Non-Resident Library Cards Policy will need to be updated to allow this. Komala plans to include discussion on the March 2026 regular meeting agenda in advance of the annual policy update in April.
- 6) Village of Fox River Grove Memo: New TIF District for Block B Redevelopment – Komala noted the new TIF district is solely for Block B Redevelopment properties, which will be removed from the current TIF and put into a new one.

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
 - a. June 2025 Financial Reports, Disbursements, and Transfer of Funds of \$30,660
 - b. July 2025 Financial Reports, Disbursements, and Transfer of Funds of up to \$29,250
 - c. Minutes from the May 20, 2025 Regular Board Meeting
- 2) Consent Agenda Approval (voice vote) – Bunton moved to approve. Meshes seconded. Roll call vote. All ayes. Cooper absent.

SPECIAL REPORTS

- 1) Trustee Liaisons
- 2) Library Director + District Calendar – Komala will confirm with the auditor if there will be a presentation at the September 2025 regular meeting. Komala noted that the Draft Levy Ordinance could be moved up to the September meeting if the agenda is light since the levy numbers have already been determined.
- 3) Youth Services – Johnson noted that Kaitlyn Tippery, Youth Services Assistant Programmer, was tasked to ask for community member involvement at Storytime at the Parks this summer. It was a great success as the FRG fire department, FRG police department, District 3 staff, and Cary-Grove Performing Arts Center all participated as special guests. Tippery also created a show-stopping dinosaur dig with faux fossils for kids to dig up.
- 4) Adult Services - Komala and Kaiser received positive feedback on the community summer picnic. Some residents thought it was a village event because it was so large in scope and more involved than usual Library events. Kaiser requested that trustees provide any additional picnic feedback to her.

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- 5) IT Services
- 6) Mobile App

UNFINISHED BUSINESS (all possible action items)

- 1) March 14, 2025, Executive Order re: IMLS – Komala provided the board a few new articles.

NEW BUSINESS (all possible action items)

- 1) Ordinance 2025-01: 2025-2026 Budget & Appropriation Ordinance – Bunton moved to approve the budget with a balanced levy increase of 2% over previous year tax extension. Meshes seconded. Roll call vote. All ayes. Cooper absent.
- 2) Resolution 2025-01: Authorize Transfer to the Special Reserve Fund – Meshes moved to approve a transfer of \$20,000 from the General Fund to the Special Reserve Fund. Gipson seconded. Roll call vote. All ayes. Cooper absent.
- 3) Recommendations Following Semi-Annual Review of Closed Session Minutes – Miller and Christianson reviewed the closed session minutes and recordings. Miller moved to approve new closed session minutes from the meeting on 2/18/2025; approve destruction of the verbatim recordings for the meetings on 1/16/2024 and 2/20/2024 (after its eligible date of 8/20/2025). Christianson seconded. Roll call vote. All ayes. Cooper absent.
- 4) IPLAR 2024-2025 Wrap-Up and Certification – Komala noted circulation numbers were down for print materials but increased for digital usage, which has been the trend over the past few years. She said budget allocations reflect this shift toward digital usage. Gipson and Augle audited the secretary's board book. Komala asked board members to verify their addresses on the report and look for any possible errors. Bunton noted her new address needs to be updated on the report. Bunton moved to certify the 2024-2025 IPLAR with corrected address. Christianson seconded. All in favor. All ayes. Cooper absent.
- 5) DRAFT of FOIA Information for 2025-2026 – Komala will update the FY2025-2026 budget number now that the B&A has been approved. Trustees reviewed for accurate information. Final FOIA Information document will be on the September 2025 regular meeting consent agenda.
- 6) Strategic Plan 2022-2026 Update – Komala provided trustees with achievements in 2024-2025 toward the Strategic Plan goals, as well as new objectives for the same goals for 2025-2026. Komala is looking to use the 2022-2026 Strategic Plan as a basis for a 2026-2030 plan, with new interviews conducted with staff and trustees and a new community survey for feedback, with emphasis on reaching those not currently using the library services.

TRUSTEE COMMENTS – Miller was very impressed with the summer picnic. Miller noted the next regular board meeting is scheduled for Thursday, September 16, 2025 at 6:30 p.m.

ADJOURNMENT – Bunton moved to adjourn at 7:49 p.m. Miller seconded. All in favor. All ayes. Cooper absent.

The next regular board meeting is scheduled for Tuesday, September 16, 2025 at 6:30 p.m. at the Library.

Respectfully submitted,

Melanie Augle, President

Stephen Miller, Secretary