

MINUTES

CALL TO ORDER AND ROLL CALL – 6:33 p.m. by President Agle. Meshes, Christianson, Miller, Gipson, Bunton, Cooper, and Director Komala present.

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

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Attorney Memo: Levy Ordinance Reminder – Komala reminded the board that they already passed the Levy. Komala filed the levy with McHenry County on October 22, 2025.
- 2) Illinois Senate Resolution 104 – Komala noted this resolution acknowledges the vital role of library trustees. Komala encouraged trustees to use the iLEAD portal for library trustee training courses and will re-send the link to all board members.
- 3) 2025 ILA Library Legislative Meetups – Trustees are to let Komala know by November 20, 2025 if they want to be registered.

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
 - a. Treasurer's Reports Including Transfer of Funds of up to \$37,100 for October Bills and Payrolls
 - b. Minutes from the September 16, 2025 Regular Board Meeting
- 2) Consent Agenda Approval (voice vote) – Cooper moved to approve. Miller seconded. Roll call vote. All ayes.

SPECIAL REPORTS

- 1) Trustee Liaisons – Agle is excited for the ChompSaw in Youth Services, which was part of the Rotary Club grant application. Johnson and Kaitlyn Tippery, Youth Services Programmer, gave the Rotary Club a ChompSaw demonstration at their October meeting and came away with multiple Rotarians promising to pledge personal funds to purchase additional saws and materials. Komala explained that the Library was asked to host Fox River Grove's annual tree lighting event. The evening incorporates the Library's existing storytime and letters to Santa event, now re-branded as 'Tis the Season to include pictures with Santa and cookie decorating and ending with the lighting of the Village's tree. Komala explained the Library is a collection site for School District 3's food drive for the Cary-Grove Food Pantry and that District 3 will pick up the Library's collected donations and transport them to the food pantry.
- 2) Library Director + District Calendar – Komala noted the Rotary grant was used for the purchase of the ChompSaw bundle. The Friends of the Library also granted Johnson's request for funds to furnish the Book Nook and purchase games for the Games Corner geared toward K-8 grades. Komala noted staff changes and recent Youth Services Clerk hire. The Library is currently fully staffed.
- 3) Youth Services – Bunton loved seeing the potions station in the storytime photo. Johnson noted that Tippery made all October storytimes Halloween-themed.
- 4) Adult Services – Kaiser updated the trustees on the progress of the makerspace and showed trustees various sample items made by staff training to use the equipment and materials in the makerspace. Miller asked how the upper cabinets were installed. Kaiser answered that the maintenance person fastened them to the wall. Kaiser also noted that the countertop for the lower cabinets has been ordered and will be installed soon, as well as locks for the cabinets. Then equipment and materials can start being moved into and stored in them.
- 5) IT Services
- 6) Mobile App

UNFINISHED BUSINESS (all possible action items)
None

NEW BUSINESS (all possible action items)

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES
Tuesday, November 18, 2025, at 6:30 p.m. at the Library, 407 Lincoln Avenue, Fox River Grove

- 1) Per Capita Grant: 2024 Expenditure Report & 2026 Application – Komala reviewed the 2024 Grant Expenditure Report and 2026 Grant Application. Komala will submit all necessary items to the Illinois State Library before the January 30, 2026 deadline. Possible grant money purchases discussed include a new bike rack and bike repair station for facility and grounds improvements. Meshes asked about the current Strategic Plan time frame, as the grant application mentions the objectives will help meet current Strategic Plan goals. Komala noted the current strategic plan goes through the middle of 2026. Komala and staff have started planning for the next Strategic Plan.
- 2) Designate Trustees for Semi-Annual Review of Closed Session Minutes - Bunton and Aogle volunteered to review the closed session minutes and bring recommendations to the regular January 20, 2026 board meeting.
- 3) iLEAD Trustee Training: Personal Property Tax Replacement Funds – Komala provided the history of the Personal Property Tax Replacement Funds. Komala budgeted \$10,000 in personal property tax replacement funds income for 2025-2026. The 2025 amount received was \$10,999, and the estimate for 2026 from the Illinois Department of Revenue is \$11,226 over multiple payments.
- 4) Public Act 101-0221: Annual Sexual Harassment Prevention Training – Komala will email trustees a training slideshow from the Illinois Department of Human Resources. This training satisfies the requirement for elected officials. Trustees are to complete the training and return the completion certificate to Komala at the January 20, 2026 meeting.

TRUSTEE COMMENTS – Bunton informed the trustees she sent Komala a Google doc for staff to fill out with their favorite candy, snacks, and drinks. Bunton will use the information to make goody bags to give to staff in appreciation for the extra work they put in during Library Lovers Expedition in February and March 2026. Komala reminded the trustees of the staff's pre-Thanksgiving lunch on November 20, 2025 at 12 pm. Bunton also noted the Friends of the Library invited School District 3 staff to visit the book sale on November 22, 2025 at 1 p.m. to pick out any remaining books for their classroom library free of charge. Miller was happy to see the Home of the Sparrow Giving Tree back again this year and the Library as a repository for Cary-Grove Food Pantry donations. Christianson noted that one person's actions can make a big impact on others and was very touched to see community members caring for their neighbors. Miller noted there is no regularly scheduled December 2025 board meeting. The next regular board meeting is scheduled for Tuesday, January 20, 2026, at 6:30 pm at the Library.

ADJOURNMENT – Bunton moved to adjourn at 7:50 pm. Cooper seconded. All in favor. All ayes.

The next regular board meeting is scheduled for Tuesday, January 20, 2026, at 6:30 pm at the Library.

Respectfully submitted,

Melanie Aogle, President

Stephen Miller, Secretary