

MINUTES OF THE REGULAR MEETING
OF THE
NORTHLAKE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
SEPTEMBER 18, 2025

The regular meeting of September 18, 2025, of the Northlake Public Library District Board of Trustees was called to order by President Glowinski at 6:31 p.m.

Present Board members: Glowinski, Biddle, Cassidy-Hatchet, Gutierrez, Aldinger, Elliott and Niemi.
Absent Board members: None

Also present were: Laura Bartnik, Director, Raleigh Ocampo, Asst. Director, and Annette Ignoffo, Business Office Manager.

The Board approved the agenda with the changes of moving UNFINISHED BUSINESS Item 1 to after approval of the agenda and that the Executive Session was not needed on a motion by Biddle with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All
NAY: None
ABSENT: None

NIMEC representative, Adam Hoover, came to speak to the Board about Community Solar and how it could benefit the library. The Board decided to table the decision to see what the current rates are. There was a motion by Cassidy-Hatchet with a second by Biddle.

AYE: All
NAY: None
ABSENT: None

The Minutes of the Public Hearing of August 21, 2025, were approved on a motion by Elliott with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All
NAY: None
ABSENT: None

The Minutes of the Regular Board Meeting of August 21, 2025, were tabled on a motion by Cassidy-Hatchet with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: None

The Library Fund Profit and Loss Report of August 2025, was approved on a motion by Elliott with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All

NAY: None
ABSENT: None

Acceptance of the Bills Paid Report for August - September 2025 was approved on a motion by Cassidy-Hatchet with a second by Gutierrez. Roll Call Vote:

AYE: All
NAY: None
ABSENT: None

Acceptance of the Bills Payable Report for September 18, 2025, was approved on a motion by Aldinger with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: None

Bills paid, August - September 2025: \$246,387.82

Bills payable, September 18, 2025: \$37,115.30

August-September 2025 Director's Report submitted by Laura Bartnik -September 18, 2025

- Building:
 - Parking lot
 - Parking lot was completed this week. We'll begin the final punch list now that the lot is open.
 - Elevator Project
 - Materials have been ordered once they arrive we'll have an install date, preferable a Friday.
 - Generator
 - Contract has been signed. On paper our project runs from Sept 18-Dec 18, once we have a ship date on the generator we'll have a more accurate timeline.
- Grants
 - DCEO Grant HD250098 Children's Dept \$253,000.00
 - Heard from our grant manager again this week that it should be soon. We're also currently working with our grant manger to correct a small issue with our SAM expiration.
 - MWRD Grant- Parking Lot
 - We have received our first invoice which was split 50/50 with the city of Northlake. As additional invoices roll in we'll be working with CBBEL and all of our stake holders to get each contributing group invoiced.
- Meetings
 - 9/4 SWAN Quarterly
 - 9/8 ComEd usage consultation

- 9/11 PMA Tax levy workshop
- Programs / Marketing
 - Sunday was our Hispanic Heritage Fiesta
 - 1000 Books Before Kindergarten
 - Veterans Tree in YS
 - School Visits
- Personnel
 - On 9/1 Anna in GS has moved from part time to full time.
 - On 9/15 a new GS part timer, Ignacio, has joined the team.
 - On 9/29 a new Page, Cassie, will be joining the team.

Acceptance of the librarian's report was approved on a motion by Gutierrez with a second by Biddle.
Roll Call Vote:

AYE: All

NAY: None

ABSENT: None

President Glowinski report: President Glowinski would like the Board to supply lunch/dinner for library staff for the inconvenience of the parking lot construction. This was approved on a motion by Glowinski with a second by Biddle.

Vice President Cassidy-Hatchet report: None

UNFINISHED BUSINESS

1. NIMEC Community Solar - Moved to after agenda for approval.

NEW BUSINESS

1. **Tentative** Tax Levy Ordinance

The Board approved the tentative Tax Levy Ordinance on a motion by Cassidy-Hatchet with a second by Gutierrez. Roll Call Vote:

AYE: All

NAY: None

ABSENT: None

2. Capital Projects – The Director spoke to the Board about the anticipated capital improvements to be done at the library and update the current list.

PUBLIC DISCUSSION

None

ADJOURNMENT

Having moved through the agenda, the meeting was adjourned at 7:17 p.m. by President Glowinski.

The next Board Meeting is scheduled for October 16, 2025, at 6:30 p.m.

Elizabeth Biddle, Secretary
