MINUTES OF THE REGULAR MEETING
OF THE
NORTHLAKE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
AUGUST 20, 2026

The regular meeting of August 20, 2026, of the Northlake Public Library District Board of Trustees was called to order by President Glowinski at 6:30 p.m.

Present Board members: Glowinski, Cassidy-Hatchet, Biddle, Elliott, Aldinger and Niemi.
Absent Board members: Gutierrez

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

The Board approved the agenda with the change that the Executive Session was not needed on a motion by Cassidy-Hatchet with a second by Aldinger. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

The Minutes of the Regular Board Meeting of June 18, 2026, with corrections were approved on a motion by Biddle with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

The Library Fund Profit and Loss Report of June – July 2026, was approved with the change of first line adjustment for June 2026 on a motion by Cassidy-Hatchet with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

Acceptance of the Bills Paid Report for June – July 2026 was approved on a motion by Aldinger with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

Acceptance of the Bills Payable Report for August 20, 2026, was approved on a motion by Elliott with a second by Niemi. Roll Call Vote:

AYE: All
NAY: None

ABSENT: Gutierrez

Bills paid, June - July 2026: $96,864.92

Bills payable, August 20, 2026: $77,226.06

June-August 26 Director's Report submitted by Laura Bartnik -August 20, 2026

- Building:
  - LL Meeting Room Leak
    - We have a small leak coming from our outdoor sign, we have a temp fix in place until we can have the sign removed and replaced.
  - Generator
    - All electrical work has finished and we are ready for the final commissioning.
- Grants
  - DCEO Grant HD250098 Children's Dept $253,000.00
    - We are currently out to bid as of 8/10, we had a pre-bid walk though on 8/20 and a bid opening on 9/10, and bid acceptance on 9/17.
    - We hope to finalize the furniture in the next few weeks and get orders in.
  - IL State Per Capita Grant
    - We received $45,333.90 this year which is an increase of $6,000 over last year. These grant funds have been earmarked for the children's department renovation.
- Meetings
  - 7/1 Studio GC Design Meeting
  - 7/22 Studio GC Design Meeting
  - 7/30 E-Rate Update Webinar
  - 8/5 Studio GC Design Meeting
  - 8/20 Prebid Meeting
- Programs / Marketing
  - Our Summer Reading Challenge was a success, Adult: Had 125 participants with 795 total entries, Teen: Had 54 participants with 620 total entries, Youth: Had 525 participants with 3,856 hours read.
  - Most popular summer programs: Adult: Noches de Loteria and Charm Bracelets, Teen: Take Home Kits (Water Colors and Lego), Youth: Garden Club!





- Personnel
    - Cassie has gone off to college. Her last day was 7/16.
    - Genesis our former teen volunteer, has filled our page vacancy. Her first day was 7/20.
    - Lily, our Summer YS Assistant, finished on 8/7

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

AYE: All
NAY: None
ABSENT: Gutierrez

President Glowinski report: None

Vice President Cassidy-Hatchet report: None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Accept Secretary's Audit of Minutes FY 2025-26

After completing the audit of the Secretary's Minutes by Aldinger and Elliott, the minutes were approved on a motion by Elliott with a second from Aldinger. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

2. Verification of B&A Hearing 8/20/26

Acceptance of the B&A Hearing was approved on a motion by Biddle with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

3. Adopt Ordinance # 26-611, Budget and Appropriations of the Northlake Public Library District for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027.

Acceptance of Ordinance # 26-611, Budget and Appropriations of Northlake Public Library District was approved on a motion by Elliott with a second by Cassidy-Hatchet. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

4. Accept Estimate of Revenues for Fiscal Year beginning July 1, 2026 and ending June 30, 2027.

Acceptance of the Estimate of Revenues for Fiscal Year beginning July 1, 2026 – June 30, 2027 with correction of date was approved on a motion by Cassidy-Hatchet with a second by Niemi. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

5. Approve State Annual Report (IPLAR), FY 2025-26

Acceptance of the State Annual Report (IPLAR), FY2025-26, with updates to Board member information was approved on a motion by Elliott with a second by Biddle. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

6. Tentative Tax Levy Percentage

The Director explained the delay of the Tax Levy and percentage to be used to the Board. The Board approved on a motion by Biddle with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

7. Election Timeline Update – The Director gave the Board the updated 2026 Election Timeline. Also, reminded the Board members (Biddle, Cassidy-Hatchet, and Aldinger) that are running in the spring.

8. Outdoor Monumental Sign Quote Approval

The Director explained to the Board the quote from Parvin & Claus and options. The Board approved on a motion by Cassidy-Hatchet with a second by Elliott. Roll Call Vote:

AYE: All
NAY: None
ABSENT: Gutierrez

9. Strategic Plan Draft – The Director gave the Board a draft of the Strategic Plan and explained some of the planned updates.

PUBLIC DISCUSSION

None

ADJOURNMENT

Having moved through the agenda, the meeting was adjourned at 7:08 p.m. by President Glowinski.

The next Board Meeting is scheduled for September 17, 2026, at 6:30 p.m.

Elizabeth Biddle, Secretary

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