

Thornton Public Library Board Meeting Minutes
Thursday, December 12, 2024

Meeting called to order at 6:13pm by Board President L. Kammert.

Roll Call - Present: President L. Kammert, Vice-President A. Roeda, Treasurer L. Jamrock, Trustee, J. Diekelman, Trustee L. Wise,
Absent: Secretary A. House, and Trustee P. Markowski

Public Comment – A. Roeda asked if the Library ever put on a Christmas party for the children at the Legion for her Uncle Tommy Nason. Discussion followed on types of programs offered during Thornton’s Holiday Happenings. First program at the Library had attendance, but multiple programs offered after that had no attendance. A. Roeda will update her Uncle.

Ashley Roeda favorably commented on the Christmas Around the World display and all the decorations in and around the Library. Decorations by A. Enright and L. Wise.

L. Kammert reported she has still received favorable comments on the refurbishment of the Little Library Snoopy House. She again thanked those involved. A. Enright will also replenish books.

Ashley Roeda had some laminating done for her Polar Express project for school. The laminator at Wolcott School is broken and she will talk to the school about using the library’s equipment until the school’s is either repaired or replaced.

Approval of Minutes – Motion to approve the minutes of the Regular Board meeting on Thursday, November 21, 2024 was made by J. Deikelman and seconded by L. Jamrock. J. Diekelman requested clarification on the voice vote for minutes from Board Meeting October 17th, Special Meeting on October 28th and November 4th. Trustee J. Diekelman abstained from voting since she did not attend the meetings. Time meeting called to order should have been 6:02pm. Motioned restated to approved minutes with amendments by J. Deikelman and seconded by L. Jamrock. Voice Vote – all in favor say aye, all opposed say nay. Favor: 5, Opposed: 0. Motioned carried.

Correspondence – K. Dejnowski said that Tom Ehlers, husband of the late Kathleen Ehlers former Trustee, dropped off a prayer card and a program from Kathleen’s funeral service. President L. Kammert ordered flowers for the service from the Library. Board approved that she can present a receipt and will be reimbursed by the Library. K. Dejnowski thanked all who attended the service for representing the Library.

Treasurer’s Report - Motion to accept Treasurer’s report for December and put on file made by J. Diekelman and Seconded by A. Roeda. Voice Vote: All in favor say aye, all opposed say nay. Favor: 5, Opposed: 0. Motion carried.

Approval of the Bills: Motioned made to approve the bills as submitted for December 2024 by V-President A. Roeda, Seconded by Trustee J. Diekelman. Question about what Hostgater charge is for. K. Dejnowski explained that it is our Website Host. Roll Call Vote: President L. Kammert, yes; V-President A. Roeda, yes; Trustee J. Diekelman, yes; Treasurer L. Jamrock, Trustee L. Wise, yes. Motion carried.

Reports by Committee – A. Roeda reported the keys and password have been dropped off to the Landlord. Melissa Wiak, Village Administrator signed that she received them and a copy of the receipt was handed out to each trustee.

Board President’s Report – Thanked each one for coming out to the meeting. She apologized for not having contacted A. House on the meeting change.

Library Director’s Report – K. Dejnowski will have her final grades for this school term on December 16th. Grades will be updated in her report for the January meeting.

Discussion about making only 1 set of statistical reports and filing in the main Library Board Meeting Minutes Book. It will save paper, ink, money and time. All agreed

A. Roeda asked when the Beanstack contract will expire. K. Dejnowski stated it expires in March of 2025 and will not be renewed.

Unfinished Business

- 1. Bank Change** – A check for \$2400.00 is in the checks being signed for a deposit to Providence Bank to bring our balance up to the minimum required to \$2500.00. If our account falls below \$2500.00 we will get a \$50.00 fee. Noreen, Accountant, wants to wait until 1 January 2025 to switch banks to save on two sets of tax forms. A. Enright is still okay to wait until the New Year to start direct deposit. Will have to physically transfer money from 5/3rd Bank to Providence. Unable to do external transfer from bank to bank. K. Dejnowski will work on transferring autopay bills to the new account and will get information on transferring IRS and Tax payments to the new account.
- 2. Trustee Training** – L. Wise and K. Dejnowski worked on getting L. Wise into the site. Once logged into the training site, L. Wise had no assignments listed. K. Dejnowski called the site director and worked on correcting not only for L. Wise, but also for the rest of the trustees. L. Wise and K. Dejnowski worked together to iron out the bugs and create a cheat sheet on how to log in and out. K. Dejnowski asked each trustee to log in and see if they can get in and have courses listed. If trustees have further issue to please contact her. Item is closed.
- 3. Benefits Package** – A. Enright is now able to review her health care plan with BCBS. We are current with our payments to BCBS. The Library is not being charged for Ped Dental and this policy is for only one person. K. Dejnowski and A. Enright are continuing to search for a cheaper plan.
- 4. Conference Summary** – President L. Kammert thanked K. Dejnowski and A. Enright for their submissions. She enjoyed reading about the conference they attended this past June/July. Item is closed.
- 5. Performance Evaluation** – Tabled until the January Board Meeting.
- 6. Chair Lift** – A. Enright talked to the Garaventa Rep about our chair lift. Rep will have the drawings for the lift to A. Enright by December 13, 2024 and will come out to the library for further measurements within a week. Original bid was signed on August 16, 2024. Inspection date is drawing

closer and once the library has signed documentation A. Enright will file with the State for an extension.

New Business

1. **Policy Approval** – New policy presented by K. Dejnowski on the use of security cameras to be added to our Policy Handbook. Cameras will not be permanently mounted to any portion of the building so permission from the landlord is not required. Motion to approve the Security Camera Policy and to include it into the Policy Handbook made by L. Wise and seconded by A. Roeda. All in favor say aye, all opposed say nay. Favor: 5, oppose: 0. Motion carried.

Executive Session – Not required

Items for next agenda

1. Bank Change
2. Benefits Package
3. Performance Evaluation
4. Chair Lift
5. Back Pay
6. Notary Public Status

Announcements – Next East Hazel Crest Board meeting is February 3, 2025.

Anyone that wants to go can ride with President L. Kammert.

Library Direct K. Dejnowski will make a copy of the waiver of Health Care she signed and give it to the board.

K. Dejnowski handed out a printed copy of the work schedule for January 2025 to each trustee.

Adjournment – Motion to adjourn meeting by L. Wise, seconded by A. Roeda.

Voice vote – All in favor say aye, all opposed say nay. Favor – 5, opposed - 0.

Motion carried. Meeting adjourned at 7:25pm.

Next Meeting – January 16, 2025, 6:00pm

Respectfully submitted by L. Wise in the absence of A. House, Secretary