

Regular Board Meeting
November 20, 2025
Minutes

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 6:02 p.m. by Kristine O'Sullivan, President.

President O'Sullivan appointed Trustee Bass to serve as Secretary Pro-Tem.

2. Roll Call

Present: Marie Bass, Mary Anne Benden, Sylvia Fulk, Brian Gilligan, Kristine O'Sullivan, Andrea Shaeffer

Absent: Sylvia Haas

Staff Present: Alex Bayer, Anne Belden, Jo Broszczak, Alison Horton, Malachi Kohlwey, Jan Peterson, Su Reynders, Suzanne Yazel

Visitors: Josh Campanelli and John Shales, Shales McNutt Construction

3. Public Comment

There was no public comment.

4. Approve Project B Second Floor Construction Bids

Project Manager Josh Campanelli presented recommendations for awarding construction bids for the nine trades involved in the Second Floor Renovation Project to the lowest responsible bidders.

Motion was made by Trustee Benden and seconded by Trustee Fulk to approve the Project B Second Floor Construction Bids as presented. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Haas. ABSTAIN: None. Motion carried.

The following bids were approved:

- Johler Demolition - \$49,450.00
- Hargrave Builders - \$735,450.00
- OPC Construction - \$178,520.00
- Oosterbaan & Sons Painting - \$73,690.00
- Heitkotter - \$143,570.00
- Premier Tile & Stone - \$390,000.00
- Automatic Fire Protection - \$29,073.00
- Jensen's Plumbing & Heating - \$203,000.00
- Ascend Electric - \$840,887.00

5. Approve Project B Shelving and Collection Moving Project Bid

Executive Director Su Reynders reported that four bid packets were received for the Project B Shelving and Collection Moving Project and recommended awarding the bid to Hallett Movers as the lowest responsible bidder.

Motion was made by Trustee Fulk and seconded by Trustee Gilligan to approve the bid from Hallett Movers for the second floor Shelving and Collection Moving Project for \$194,500.00 as presented. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Haas. ABSTAIN: None. Motion carried.

6. Approve Project B Bernhardt Furniture Bid

Executive Director Su Reynders reported that two bid packets were received for the Project B Bernhardt Furniture Project and recommended awarding the bid to Interiors for Business, Inc. as the lowest responsible bidder.

Motion was made by Trustee Benden and seconded by Trustee Fulk to approve the bid from Interiors for Business, Inc. for the Project B Bernhardt Furniture Project for \$40,841.39 as presented. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Haas. ABSTAIN: None. Motion carried.

7. Recognition of Staff and Volunteers

- a. President O'Sullivan read aloud the proclamation that recognized the following employees who celebrated significant anniversaries in 2025.

Thirty-Five Years	Janette Peterson
Twenty-Five Years	Darice Castino
	Michele Khan
	Donna Wilson
Twenty Years	Alison Horton
Fifteen Years	Janine Wisniewski
Ten Years	Jennifer Amling
	Angela Baker
	Chelsea Lord
	Jennifer Massa
	Catherine Simmons
Five Years	Joseph Graska

- b. President O'Sullivan read aloud the proclamation that recognized the following library volunteers who celebrated significant anniversaries in 2025.

Twenty Years	Howard Harris
Ten Years	Jamie James

8. Consent Agenda

- a. Minutes of Regular Board Meeting of October 16, 2025
- b. October 2025 Bills and Financial Reports
- c. Acknowledge Per Capita Grant Application
- d. Cancel December 18, 2025 Regular Board Meeting

Motion was made by Trustee Fulk and seconded by Trustee Shaeffer to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Haas. ABSTAIN: None. Motion carried.

9. Review/Approve Meeting and Study Room Policy

Trustees reviewed the Meeting and Study Room Policy and requested one amendment: Section I B to change "accommodate all citizens" to "accommodate all people."

Motion was made by Trustee Benden and seconded by Trustee Shaeffer to approve the Meeting and Study Room Policy as amended. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Haas. ABSTAIN: None. Motion carried.

10. Executive Director Report

Executive Director Reynders reviewed the highlights of the monthly library report and answered questions.

11. Trustee Reports and Comments

Trustee Marie Bass attended the Foundation Board meeting on October 27 and reported that the online Fall Raffle netted \$1,700.

Trustee Kristine O'Sullivan will be hosting a Meet the Board session in December.

12. Closed Session

As pursuant to 5 ILCS 120/2 (c) (21), discussion of minutes [and recordings] of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Motion was made by Trustee Shaeffer and seconded by Trustee Fulk to adjourn to closed session at 7:02 p.m. Voice vote carried.

13. Reconvene Open Session

Open session was reconvened at 7:04 p.m.

Motion was made by Trustee Benden and seconded by Trustee Fulk to approve and not release the closed minutes of July 17, 2025, August 21, 2025, and October 16, 2025, and to destroy the verbatim recordings from previously closed sessions held no earlier than

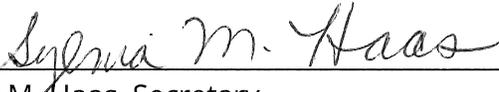
18 months after the completion of the meeting and the written minutes have been approved by the Board of Trustees. Voice vote carried.

14. Upcoming Meetings and Events Calendar

- a. November 24 – Foundation Board Meeting – Kristine O’Sullivan
- b. December – Meet the Board – Kristine O’Sullivan
- c. December 2, 7:00 p.m. – Accept Teddy Bear Walk Proclamation from Village
- d. December 18, 6:00 p.m. – Regular Board Meeting – cancelled
- e. No Foundation Board Meeting held in December
- f. January – Meet the Board – Marie Bass
- g. January 15, 6:00 p.m. – Regular Board Meeting
 - i. 2025 Year End Financial Review
 - ii. Approve Village of Mount Prospect Ground Lease Resolution
- h. January 17-18 – Friends Book Sale
- i. January 26 – Foundation Board Meeting – Sylvia Haas

15. Adjournment

Motion was made by Trustee O’Sullivan and seconded by Trustee Benden to adjourn the Regular Board meeting at 7:05 p.m. Voice vote carried.



Sylvia M. Haas, Secretary

Approved as submitted 01/15/2026