

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
JANUARY 14, 2026**

CALL TO ORDER

President Baumgart called the meeting to order at 7:00 p.m.

PRESENT

Seven (7) Trustees were present at the start of the meeting: President, Len Baumgart; Vice President, Michael Harrington; Treasurer, Christina Dabrowski; Secretary, Monika Nasiadka; Trustee, Terrell Barnes; Trustee, Ashley Cook; and Trustee, Barbara Murray.

Staff present were: Executive Director, Samantha Johnson; Business and Operations Manager, Karen Delgadillo; Access Services Manager, John Rimer; and Adult & Teen Services Manager, Maureen Garzaro; and Youth Services Manager, Alea Perez.

One (1) member of the public was present.

ABSENT

None.

ADOPTION OF AGENDA

Trustee Murray moved to adopt the agenda as presented. The motion was seconded. A voice vote was conducted with all voting aye. The motion was approved.

PUBLIC COMMENT

There were no comments from the public.

CONSENT AGENDA

- a. Secretary's Report
 - i. Minutes of the Regular Board of Trustees Meeting Dated 12/10/2025
 - ii. Minutes of the Committee of the Whole Meeting Dated 12/10/2025

- b. Approval of Expenditure Warrants
 - i. Bill List for 12/15/25 in the Amount of \$1,325,794.47
 - ii. Bill List for 12/30/25 in the Amount of \$49,085.14

- iii. Bill List for Electronic Funds Transfers to IMRF Dated 1/06/26 in the Amount of \$13,881.69
- iv. Bill List for 1/14/26 in the Amount of \$62,406.22
- v. Payroll Dated 12/15/25 and 12/30/25

Vice President Harrington moved to approve the Consent Agenda as presented. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray, Nasiadka
NAYS: None
ABSTAIN: None
ABSENT: None

The motion was approved.

TREASURER'S REPORT

Treasurer Dabrowski presented the Treasurer's Report. There were no questions from the Trustees.

Trustee Barnes moved to approve the Treasurer's Report. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray, Nasiadka
NAYS: None
ABSTAIN: None
ABSENT: None

The motion was approved.

CORRESPONDENCE

- a. January Chamber Newsletter

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Johnson presented her monthly report, which is included as Exhibit A.

PRESIDENT'S REPORT

- a. Trustee's Report

There were no reports from the Trustees.

NEW BUSINESS

- a. Authorize Library Staff and Consultants to Issue Construction Bid Documents for the New Library Facility Upon Completion of the Final Bid Package.

Trustee Barnes made the motion to authorize Library staff and consultants to issue Construction Bid Documents for the new Library Facility upon completion of the Final Bid Package. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray,
Nasiadka
NAYS: None
ABSTAIN: None
ABSENT: None

The motion was approved.

- b. Approve Gifts and Donations Policy 3G to Replace Existing Sponsorships Policy 3G

Trustee Cook made the motion to approve Gifts and Donations Policy 3G to replace existing Sponsorships Policy 3G. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray,
Nasiadka
NAYS: None
ABSTAIN: None
ABSENT: None

The motion was approved.

- c. Determine Next Disposition of Certificate of Deposit Ending in -8106 at Itasca Bank & Trust

Secretary Nasiadka made the motion to approve the renewal of Certificate of Deposit ending in -8106 for a term of 12 months. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray,
Nasiadka
NAYS: None
ABSTAIN: None
ABSENT: None

The motion was approved.

- d. Motion to Enter into Executive Session to Discuss Pending Litigation per 5 ILCS 120/2(c)(11)

President Baumgart made the motion to enter executive session at 7:17 p.m. pursuant to the requirement of the Illinois Open Meetings Act under Exemption 5 ILCS 120/2 (c)(11) for the purposes of discussing pending litigation. The motion was seconded. A roll call produced the following results:

AYES:	Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray, Nasiadka
NAYS:	None
ABSTAIN:	None
ABSENT:	None

The motion was approved.

MOTION TO END THE EXECUTIVE SESSION AND RESUME THE PUBLIC MEETING

President Baumgart made the motion to end the executive session and return to the public meeting at 7:59 p.m. The motion was seconded. A roll call vote produced the following results:

AYES:	Barnes, Baumgart, Cook, Dabrowski, Harrington, Murray, Nasiadka
NAYS:	None
ABSTAIN:	None
ABSENT:	None

The motion was approved.

CITIZEN COMMENTS/QUESTIONS

There were no comments or questions presented.

ADJOURNMENT

President Baumgart moved to adjourn the meeting at 8:00 p.m. All trustees were in favor.

/s/ Monika Nasiadka
Minutes Approved: Secretary

2/11/2026
Date

Roselle Public Library District Executive Director's Report

Month of December 2025

Building Project Updates

At our last design team meeting of 2025 we looked through all the pages of the 65% Construction Documents.

Our plans passed through the Planning & Zoning Commission at their meeting on 12/2 and then were approved by the Village Board on 12/8. The team is finishing up the final details of the plans so they can be prepared for a bid issuance, which is now looking to take place in the first week of February.

Operations

We continue to work through the fallout of Baker & Taylor's closure, but new materials selection and ordering continue on. Maureen reached out to all the patrons who had been signed up for our Automatically Yours program to let them know that we are not able to offer it as we have been without B&T. If a viable solution from another vendor is an option in the future it's something we may be able to bring back. The Palace Project mobile app launched with some of the collection formerly available on B&T's app Boundless, and items continue to be added to the platform regularly.

Managers have been working to migrate our incident reporting process to utilize a software product called Incident Tracker, in place of the paper/web form we have been using. New procedures are being drafted and the system is being programmed to fit our needs and create multiple levels of access for staff and leadership.

The staff team working on our new website is working to finalize the content and site map, going page by page now to make sure every page is where we want it and that the content within each page is correct and updated. I've asked them to make sure staff have some time to get used to the new website before we announce a public launch date.

In December our IT team completed updating all our staff and patron devices to the Windows 11 operating system.

Winter Reading 2025-2026

In late December we kicked off this year's WRP for all ages, Read Like There's Snow Tomorrow, which runs 12/15 to 2/15. Like in summer everyone can register and track their reading to be eligible for prizes.

Roselle Public Library District Executive Director's Report

Month of December 2025

Department Updates

Access Services

Manager: John Rimer

In December, 7,387 people visited the Library. This is 1,063 less than came through our doors in

Circulation of Materials

Dec 2025	Circs
Physical	9,320
Digital	3,708

Dec 2024	Circs
Physical	9,873
Digital	4,662

Dec 2023	Circs
Physical	9,707
Digital	4,535

December 2024. Circulation of physical materials dipped slightly, with 553 less circulations than the previous December. There was also a dip in digital circulation comparing December '24-'25 of 954, though this is certainly due in large part to the discontinuation of the Boundless digital platform (see more in Manager's Highlights below), which alone accounted for 598 of the total for December 2024.

The library typically sees a dip in attendance in December, particularly

around the holidays, but winter weather is a likely explanation for this year's numbers. The National Weather Service reported that our area experienced the quickest start to the snowfall season since 1978, nearly exceeding the snowfall for the entire 2024-2025 snowfall season.

December
Number of Visitors

2025	7,387
2024	8,450
2023	6,139
2022	5,755
2021	3,457
2020	2,730
2019	8,280
2018	7,169
2017	6,763

Holiday Donations

This December the Library once again was a collection site for donations to charitable organizations. In partnership with the Village of Roselle, the Library collected an overflowing bin for the Marine Corps Reserve's Toys for Tots campaign. Our local Kiwanis accepted donations of warm winter coats in our lobby. The Library also staged our annual "Mitten Tree" at the Patron Services Desk, which the community decorates with their donations of warm hats, gloves, and scarves for the Bloomingdale Township General Assistance Department. This year our patrons donated 36 hats, 28 pairs of gloves, 2 pairs of socks, and 1 scarf.

Palace Project

The Library's *Boundless* ebook/digital audio platform was a casualty of the closure of Baker & Taylor. In December, its replacement, the *Palace Project* app, went live. The migration of the former Boundless collection to the new platform is still in progress, with new titles being added weekly as the RAILS team purchases them. So far 14,858 total items from Boundless have been added, including 1,738 of the former 27,610 audiobooks and 13,120 of the former 51,819 ebooks. Our patrons are just beginning to discover the Palace Project, and we expect usage to

Roselle Public Library District Executive Director's Report

Month of December 2025

grow significantly over time. In December, 22 new users registered, and 33 ebooks and 15 audiobooks were checked out. We will continue to track the growth of this collection and patron usage in our ongoing monthly statistics.

Adult & Teen Services

Manager: Maureen Garzaro

The ATS team answered 677 questions throughout the month of December. Mondays through Wednesday had the most transactions; and our busiest times were from 11am to 4pm.

Palace Project – Boundless' replacement app debuted this month. ATS staff attended RAILS Webinar about Palace so they can help patrons. So far, the app is simple to use and has basic features.

Reader's Advisory Highlight

- Ilya helped a young patron that currently lives in California but previously resided in Roselle. She was visiting family for the holidays, and she told Ilya that when she was younger, she checked out a book from this library and absolutely loved it. But she could not recall the title. She only knew that the title started with the word "the" and ended with "ing." She was hoping that Ilya could help her find the title of that book. He asked her a couple of questions about that book—if it was adult or YA audience, and she said that it was a young adult book. Then he asked her if she remembered what the book was about. She said that it was about necromancers. With that tidbit of information, he looked up a list of YA titles about necromancers on Goodreads. Next, he looked for a title that started with the word "the" and ended with "ing." There was a title that matched that description. It was "The Summoning" by Kelley Armstrong. Ilya showed her the cover of that book and she said: "Oh my god, that's it!" She was pleasantly surprised that we were able to find this book with such limited information. She took a picture of the cover, so she will not forget it again and walked away happily.

Programming Highlights

- Andy's yoga program has 11 attendees on 12/8
- The Between the Covers Book Club hosted by Ilya read, "If Beale Street Could Talk" by James Baldwin. This month they watched the movie adaptation and had a discussion. There were 11 attendees.

**Roselle Public Library District
Executive Director's Report
Youth Services
Manager: Alea Perez**

Month of December 2025

Programming

Year-over-year, we're continuing to see a positively trending Early Childhood program attendance change, with 1102 attendees this year (FY26) vs 610 attendees at the same point last year (FY25), an 81% increase. Grade school programming shows a more-or-less steady trend, year-over-year, with an 0.8% decrease from 253 attendees last year (FY25) to 251 (FY26). This may be partially explained by coupling Kindergarten attendees in programs with 4-year-olds rather than grade school attendees.

Cancellations across all YS program audiences sit at 125 (FY26, so far) vs 177 (FY25, total), which is 71% of last year's (FY25) total at the halfway point for the year.

Winter Reading has seen a 53% increase in registrants for December, year-over-year, going from 47 (2024) to 72 (2025). We had a total of 1 completion, down from 2 in December 2024. This does, however, tie our total reading program registrations for all of FY25 – at 206 – with 2 months of Winter Reading and 1 month of Summer Reading left to account for.

December programming highlights include 1) 24 attendees at the K-Pop Demon Hunters Celebration program on Tuesday, December 9, 2) 20 attendees at the Miss Allison's Music program on Monday, December 1, and 3) 18 attendees at the Chocolate Challenge Program on Sunday, December 14.

Staff Achievements

On Thursday, December 11, our first set of Tonies figurines were rolled out! This is thanks to the efforts of Allison – who led the project, John R., Karen Cucchi, Corey, and John P.



Roselle Public Library District Executive Director's Report

Month of December 2025

Administration (Operations, Business, Maintenance)

Director: Samantha Johnson

Manager: Karen Delgadillo

As the calendar year came to a close, Karen completed the implementation of our benefit plan renewals and open enrollments, and closed out the payroll year ahead of tax season.

Our bond and interest payment was made electronically on 12/15 and receipt was acknowledged.

Diane prepared binders of all our existing policy manuals so the Management Team can conduct thorough reviews of everything in January and February for the next round of updates.

Diane coordinated the acknowledgement letter for the generous donations made to the library once again by the family of Frank Strle.

33 maintenance and repair requests were submitted and completed, including routine supply replenishment, building repairs, HVAC system servicing, seasonal setup and tear down, equipment adjustments, pest control, and safety-related fixes. All requests during this period were completed, supporting continued safe operations and staff productivity.

John P. continued to work with Johnson Controls in December responding to ongoing issues with our boilers going into alarm and shutting down. He handled inline filter replacements himself and also initiated service calls for further troubleshooting and parts replacement. At this everyone is continuing to monitor to try to get to the root cause.

Samantha completed the 2026 Per Capita Grant application and filled our annual debt disclosure data with Cook County. In December we received about 40% of the outstanding deposits due from Cook County.