

**MINUTES OF THE ROSELLE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
NOVEMBER 12, 2025**

**CALL TO ORDER**

President Baumgart called the meeting to order at 8:06 p.m.

**PRESENT**

Six (6) Trustees were present at the start of the meeting: President, Len Baumgart; Vice President, Michael Harrington; Treasurer, Christina Dabrowski; Trustee, Terrell Barnes; Trustee, Ashley Cook; and Trustee, Barbara Murray.

Staff present were: Executive Director, Samantha Johnson; Business & 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**

One (1) Trustee was absent: Secretary, Monika Nasiadka.

**BUILDING & PLANNING COMMITTEE**

a. Construction Project Updates

- i. The pre-construction timeline is still running according to schedule. SMC will be presenting the next project budget update at the December regular board meeting.
- ii. The zoning hearing is scheduled for 12/02/25.
- iii. As we are now focusing on plans for low voltage elements such as building access controls, security system, IT, and telephone, we have started conversations with vendors and will assess quotes.
- iv. The Village adopted new international design standards, and we were informed that our project will be required to incorporate solar/photovoltaic (PV) panels. Our team took that feedback and incorporated it into the most recent plans.
- v. We should know about the status of the OSLAD grant submitted on 9/30 before the year end. We are still awaiting updates on incentives for geothermal system. There is also the Illinois State Library construction project grant and the application is due in early 2026.
- vi. The Property Transfer Agreement and the Parking Lot IGA are being reviewed with both The Village and Library attorneys, and they are also meeting to discuss the details of the purchase and sale documents.

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- vii. Executive Director Johnson is still gathering feedback from other libraries for the Time Capsule experience and will be working with the two Trustees: Vice President Harrington, and Trustee Murray after the holidays.

b. Review of Illinois Public Library Standards for Per Capita Grant Application

Executive Director Johnson reviewed the Illinois Public Library Standards with the Trustees.

c. Discussion of Live Streaming or Recording Meetings

Executive Director Johnson discussed our current capacity and capabilities for recording Board Meetings. The Trustees discussed several other factors to consider and would like to continue these discussions. The consensus from the Trustees was to establish a 6-month timeline to gather more information and aim to have a solution in place for the new facility.

**POLICY COMMITTEE**

a. Draft Gifts and Donations Policy

Executive Director Johnson presented the working draft of the Gifts and Donations Policy. Trustee Cook asked that a definition of 'extraordinary gift' be developed and added to the draft policy.

**BUDGET & FINANCE COMMITTEE**

a. Draft Special Reserve Transfer Ordinance

Executive Director Johnson presented the special reserve fund transfer ordinance draft to the Trustees for review and input.

**EXECUTIVE DIRECTOR COMMENTS**

a. Meeting Agenda for Joint Meeting with the Park District

Executive Director Johnson shared the meeting agenda with the Trustees for the upcoming joint meeting with Roselle Park District Board of Commissioners on 11/15/25 at 10 a.m.

**ADJOURNMENT**

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The meeting was adjourned at 9:04 p.m.

/s/ Monika Nasiadka

Minutes Approved: Secretary

12/10/2025

Date