

LISLE LIBRARY DISTRICT BOARD MEETING

April 15, 2026 - 7:00 p.m.

1. Roll call

Present:

Emily Swistak - President
Vanessa Berry - Vice President
Debbie Breihan - Treasurer
Josh Martin - Secretary
Karen Larson - Trustee
Laura Paley - Trustee
Liz Sullivan - Trustee

Also present:

Tatiana Weinstein - Director
Will Savage – Assistant Director
Marc Rogers – CCS International, LLC. [left the meeting at 7:10 p.m.]
Laura Murff - Director of Technical Services [left the meeting at 7:33 p.m.]
Jackie Kilcran - Recording Secretary

2. Opportunity for visitors to speak - general public comment period - None

3. Assignments for reviewing monthly accounts payable

President Swistak noted a clerical error on the agenda

- a. Secretary Martin and Trustee Larson reviewed the March billings in April
- b. Treasurer Breihan and Trustee Sullivan will review the April billings in May

4. Consent Agenda - Action Required

- a. Approve Minutes of the March 25, 2026 Board Meeting
- b. Acknowledge Treasurer's Report, 03/31/26, Investment Activity Report, 03/31/26, Current Assets Report, 03/31/26, Revenue Report, 03/31/26, and Expense Report, 03/31/26
- c. Authorize Payment of Bills, 04/15/26

MOTION: Vice President Berry moved to approve the Consent Agenda. Secretary Martin seconded.

Roll Call Vote - All Aye. The motion passed.

5. Unfinished Business

Capital Improvement Project

- a. BAS Project Update
Mr. Rogers stated that IBS continues to come on Fridays to complete punch list items.
- b. Kingston Lot Development Update
 - i. Kingston Lot Development – Action Required
Mr. Rogers reviewed TERRA Engineering's proposal for landscape architecture, civil, electrical, and structural engineering services. The design services would

occur during the 2nd and 3rd quarters of 2026, with potential contractor procurement in the 4th quarter of 2026.

MOTION: Trustee Paley moved to award and approve the proposal from TERRA Engineering, LTD. for the LLD Nature Trail Development Project (Kingston lot) in the amount of \$133,725. Trustee Larson seconded.

Roll Call Vote – All Aye. The motion passed.

6. Committee Reports

- a. Finance – Trustee Breihan had nothing to report at this time.
- b. Personnel and Policy - Trustee Berry stated that the Committee would meet on April 22, 2026 at 7:00 p.m.
- c. Physical Plant - Trustee Martin had nothing to report at this time.

7. Staff Reports

a. Directors Report

Director Weinstein thanked the Lisle Police Department for their assistance with a theft incident. Illinois State Representative Margaret DeLaRosa held a “Mondays with Margaret” constituent event at the LLD on April 6th. President Swistak and Director Weinstein met with Representative DeLaRosa to discuss House Bill 5236; The Digital Library Protection Act. On April 29th, Representative DeLaRosa will be at the LLD to host, “Let’s Talk About Data Centers.” The Sierra Club and the Citizens Utility Board will also present information. The focus of the program is to discuss the environmental impacts of data centers, and their impact on citizen utility bills.

DuPage County Recorder Liz Chaplain and her team visited the LLD on April 7th. They met with patrons and passed out information on obtaining certified copies of deeds, Honor Rewards Cards for veterans, and property fraud alerts. Patrons appreciated the information they received.

Director Weinstein has applied for the Secretary of State/Illinois State Library Grant to receive funds for technology-based security measures. The goal is to increase the number of security cameras on campus, and install accessibility beacons for patrons with visual impairments.

National Library Week (NLW) runs April 19th – 25th. The LLD is hosting “An Afternoon with Author Mary Kubica.” The event will be held at the Lisle High School auditorium. The first 150 registered attendees will receive a complimentary copy of Ms. Kubica’s newest book. Other events scheduled for NLW include a fidget cube scavenger hunt, a departmental door decorating contest, and a mini-canvas art program and exhibition. On Saturday, April 25th, author Mo Willems’ characters Elephant and Piggie will visit for Storytime.

Director Weinstein thanked the Lisle Woman’s Club for their gift of spring bouquets for all public service desks, and a fruit basket for staff to enjoy.

b. Assistant Directors Report

Assistant Director Savage stated that the annual backflow test was completed on April 6th. One of the four devices failed. Johnson Controls will return to repair.

The semi-annual roof inspection was completed. NIR Roofing will return to remove and replace flashing around one pipe.

Assistant Director Savage conducted "Person in Charge" (PIC) training for newly eligible staff members. He offered the training to any PIC who wanted a refresher course. Two new, and seven current PICs completed the training.

The Event Team met to finalize all plans for National Library Week. They continue with planning for Summer Read Kickoff.

c. Director of Technical Services Report

Director Murff explained the process of ordering, receiving, cataloging, and processing books. She discussed checking the books at time of receipt, covering with protective mylar covers, labeling with call numbers, and placing RFID tags in each item. She talked about how catalogers enter detailed MARC records into the LLD catalog, and link the MARC record to the RFID tag of each item.

8. New Business

a. Draft Working Budget FY2026-27

Director Weinstein reviewed the draft expenses and revenues in detail. Budget submissions came from Department Directors and the IT Manager. LLD Administration compiled submissions, and projected costs for the upcoming fiscal year. The draft budget received advisory input from our financial advisors and accountants. The LLD FY26/27 Working Budget is a balanced budget, as expenditures are expected to remain below revenue amounts.

9. Opportunity for Trustee comments (five minutes)

Trustee Sullivan enjoyed the quarterly reports. She is pleased to see Adult Services hosts a trivia night program. She finds the "iPhone Fundamentals" program very useful. She thanked the Department Directors for their thoughtfulness in developing programs.

Secretary Martin had nothing to report.

Vice President Berry appreciated the quarterly reports. She was part of the College of DuPage Strategic Planning process. She is hoping to see more collaboration between the LLD and COD.

Treasurer Breihan values the quarterly reports. She enjoyed Technical Services Director Murff's presentation. She appreciates Board Packets being delivered in folders rather than plastic bags.

Trustee Paley enjoyed the quarterly reports. She is looking forward to National Library Week.

Trustee Larson enjoyed Technical Service Director Murff's presentation. She thanked Director Weinstein for the work on the Draft Budget.

President Swistak appreciated the quarterly reports, and Technical Service Director Murff's presentation. She is looking forward to National Library Week, and Summer Read Kickoff. She thanked Director Weinstein for her work on the draft Budget, and the ILA grant.

10. Adjourn

MOTION: Secretary Martin moved to adjourn the meeting. Trustee Sullivan seconded. Voice Vote - All Aye. The motion passed.

The meeting adjourned at 7:48 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on May 20, 2026.

Approved by

Joshua Martin
Secretary of the LLD