

LISLE LIBRARY DISTRICT
BOARD MEETING
August 12, 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
Jackie Kilcran - Recording Secretary
Bryon Krebs - CCS International Inc. [left the meeting at 7:56 p.m.]
Craig Most - TERRA Engineering LTD. [left the meeting at 7:56 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. Vice President Berry and Trustee Paley reviewed the July billings in August
- b. President Swistak and Trustee Sullivan will review the August billings in September

4. Consent Agenda - Action Required

- a. Approve Minutes of the July 15, 2026 Board Meeting
- b. Acknowledge Treasurer's Report, 07/31/26, Investment Activity Report, 07/31/26, Current Assets Report, 07/31/26, Revenue Report, 07/31/26, and Expense Report, 07/31/26
- c. Authorize Payment of Bills, 08/12/26

MOTION: Trustee Paley moved to approve the Consent Agenda. Secretary Martin seconded.
President Swistak noted a scrivener's error.
Roll Call Vote - All Aye. The motion passed.

5. Unfinished Business

- a. Capital Improvement Projects
 - i. Kingston Lot Development Update

Mr. Krebs stated that the Trustees should select bridge materials at this evening's meeting. He also mentioned that Trustees would preview options for a gateway arch, pavers, and other site materials.

Mr. Most reviewed the pros and cons of painted steel versus weathered steel. He discussed costs and maintenance for each type of bridge material. The Trustees discussed and agreed to move forward with a Pratt Truss painted bridge with vertical slats.

Mr. Most showed options for both clay and brick pavers, various types of gateway arches, lighting, and benches. The Trustees will confirm more material decisions at next month's meeting.

Mr. Krebs and Mr. Most left the meeting at 7:56 p.m.

6. Committee Reports

- a. Finance - Treasurer Breihan had nothing to report.
- b. Personnel and Policy - Vice President Berry stated that the Committee met on August 5, 2026, and that Director Weinstein would discuss details later in the meeting.
- c. Physical Plant - Trustee Martin had nothing to report.
- d. Committee to Review Minutes - President Swistak stated that Vice President Berry and Trustee Sullivan completed the review of the minutes. President Swistak officially retired this Committee.

7. Staff Reports

a. Director's Report

Director Weinstein recapped the LLD's response to the tornado warning on July 28th. The LLD lost power over the course of two days. Approximately 60 patrons sheltered-in-place during the storm. Once power was restored, servers and PCs had to be restarted, which took some time. The LLD's second floor's air conditioning was not functional. The HVAC vendor repaired the AC the next day. There was a second tornado event on August 11th. Over 40 patrons sheltered during the storm. No power was lost during this warning. A large branch broke off and is hanging on the power line on Front Street. ComEd has been alerted.

The LLD participated in National Night Out on August 4th at the Lisle Police Station. Staff spoke to over 400 community members.

Senator Laura Ellman, her team, and a representative from Senator Duckworth's office, were at the LLD on August 6th for informal one-on-one constituent consultations.

The Illinois Treasurer's Office, in partnership with Representative Margaret DeLaRosa's office, will be at the LLD on August 19th to assist patrons with filing claims for unclaimed property/cash through the Illinois I-Cash program.

Lisle Township will be at the LLD on August 21st. Township staff will advise patrons about senior transportation assistance, and other senior programs via the Township.

The LLD received the Illinois Per Capita Grant award check in the amount of \$51,477.70.

b. Assistant Director's Report

Assistant Director Savage stated that IBS would be in the building on August 13th to address temperature fluctuation problems as a result of the power outage. The test and balance of the HVAC system was completed.

The rain barrel that the Woman's Club donated is in place. The installers had to reschedule due to the size of the rain barrel diverter. They rescheduled, but then the storm hit. They will reschedule for the final installation.

Director Savage suggested that the Physical Plant Committee meet to discuss various facility items such as breaker box imaging, roof protection, and lighting. The Committee agreed to meet on September 23, 2026 at 7:00 p.m.

8. New Business

- a. Approve tentative Budget and Appropriation Ordinance 26-04 (B&A) - Action Required

MOTION: Secretary Martin moved to approve Ordinance 26-04 a Tentative Budget and Appropriation of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2026 and ending June 30, 2027. Trustee Sullivan seconded.

Director Weinstein provided a comprehensive overview of the Tentative Budget and Appropriation Ordinance 26-04 (B&A). She stated that the Appropriation is the LLD's legal limit to expend funds for any necessary obligations that extend beyond budgeted categories, such as emergency expenses. She informed Trustees that the LLD's attorney reviewed the Tentative B&A, and found it to have reasonable appropriations for the LLD's fiscal year.

Roll Call Vote - All Aye. The motion passed.

- b. Accept Illinois Public Library Annual Report (IPLAR) - Action Required

MOTION: Treasurer Breihan moved to accept the Illinois Public Library Annual Report, otherwise known as the IPLAR. Vice President Berry seconded.

Director Weinstein provided an explanation of the IPLAR. The annual filing is statutorily required by the State Library as a condition of system membership, and to receive State grants.

Roll Call Vote - All Aye. The motion passed.

- e. Village of Lisle TIF Amendments - Action Required

MOTION: Secretary Martin move to instruct the Director to vote "aye" at the Village of Lisle's Joint Review Board meeting on August 17, 2026 on behalf of the Lisle Library District regarding the Village of Lisle TIF Extension Amendments. Vice President Berry seconded.

Director Weinstein stated that all correspondence received from the Village regarding the TIF Extension Amendments have been forward to LLD Trustees, and there were no questions.

Roll Call Vote - Ally Aye. The motion passed.

- d. Approve new LLD Policy 205: Flags on LLD Property - Action Required

MOTION: Treasurer Breihan move to approve new LLD Policy 205: Flags on LLD Property. Vice President Berry seconded.

Director Weinstein explained that this is a new policy, and it applies to all LLD property. This Policy was drafted citing Federal/State laws, and LLD procedural requirements. The Director also discussed this draft with the LLD's attorney.

Roll Call Vote - All Aye. The motion passed.

- e. Approve LLD Policy 350: Artificial Intelligence (AI) - Action Required

MOTION: Trustee Sullivan moved to approve new LLD Policy 350: Artificial Intelligence (AI). Trustee Larson seconded.

Director Weinstein stated this is a new policy. The Director referenced ALA and other library policies to draft this Policy. It includes sections on responsibility, privacy, security, staff obligations, attributions, and collection development. This technology is rapidly evolving, and the Policy will likely need be revised in the future.

Roll Call Vote - All Aye. The motion passed.

- f. Approve LLD Policy 360: Library-sponsored Public Programs - Action Required

MOTION: Trustee Paley moved to approve revisions to LLD Policy 360: Library-sponsored Public Program. Secretary Martin seconded.

Director Weinstein stated that this Policy was revised to add that the LLD offers opportunities for the public to engage with elected officials or other public agencies. There is a new section that specifies the LLD may host civic programs that include elected officials doing the business for the public; specific to the office they hold. The LLD will not allow campaigning during these types of programs.

Roll Call Vote - All Aye. The motion passed.

- g. Approve LLD Policy 906: Recording of LLD Board of Trustee Meetings - Action Required

MOTION: Trustee Sullivan moved to approve revisions to LLD Policy 906: Record of LLD Trustee Meetings. Treasurer Breihan seconded.

Director Weinstein said that the Policy was revised to state that the recordings of Executive Sessions are held on LLD property in a fireproof safe. The LLD does not have bank safe deposit boxes any longer, and the Policy needed to be adjusted.

Roll Call Vote - All Aye. The motion passed.

President Swistak asked for a motion to address agenda item 9, Executive Session. She stated that the Board would return to regular session to complete New Business items 8h and 8i.

- 9. Executive Session

MOTION: Secretary Martin moved to go into Executive Session under 5 ILCS 120/2(c)(21) the discussion of minutes 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. Trustee Larson seconded.

Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 8:24 p.m.

The Board came back into Open Session at 8:31 p.m.

Open Session - Return to New Business

8. New Business

- h. Semi-annual review of executive session minutes - Action Required

MOTION: Vice President Berry moved to release the following Executive Session minutes; February 18, 2026. Secretary Martin seconded.

Roll Call Vote - All Aye. The motion passed.

- i. Review of executive session recordings more than 18 months old - Action Required.
There was no action on any recordings.

10. Opportunity for Trustee comments (five minutes)

Trustee Sullivan had no comment.

Secretary Martin is pleased that the Library is participating in the Police Department's Blue Envelope Program.

Vice President Berry had no comment.

President Swistak thanked Trustees for their participation and thoughtful contributions during the Kingston Lot Development Project discussion. She thanked the Director and staff for the excellent response to the two shelter-in-place weather events, and the power outage.

Treasurer Breihan thanked staff for keeping patrons safe and comfortable during weather events.

Trustee Paley agreed with Treasurer Breihan's statement.

Trustee Larson also agreed with Treasurer Breihan's statement.

11. Adjourn

MOTION: Trustee Martin moved to adjourn the meeting. Trustee Larson seconded.

Voice Vote - All Aye. The motion passed.

The meeting adjourned at 8:34 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on September 16, 2026.

Approved by

Joshua Martin, Secretary of the LLD Board of Trustees