

LISLE LIBRARY DISTRICT
BOARD MEETING
December 17, 2025 - 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

Absent:

Also present:

Tatiana Weinstein - Director
Will Savage - Assistant Director
Jackie Kilcran - Recording Secretary
Marc Rogers - CCS International Inc. [left the meeting at 7:06 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. Trustee Larson and Trustee Paley reviewed the November billings in December
- b. Trustee Larson and Trustee Sullivan will review the December billings in January

4. Consent Agenda - Action Required

- a. Approve Minutes of the November 19, 2025 Board Meeting
- b. Acknowledge Treasurer's Report, 11/30/25, Investment Activity Report, 11/30/25, Current Assets Report, 11/30/25, Revenue Report, 11/30/25, and Expense Report, 11/30/25
- c. Authorize Payment of Bills, 12/17/25

MOTION: Treasurer Breihan moved to approve the Consent Agenda. Secretary Martin seconded.

Roll Call Vote - All Aye. The motion passed.

5. Unfinished Business

- a. Capital Improvement Project/Program Discussion
 - i. BAS Update

Mr. Rogers stated that there continue to be punch list items that need to be completed. He informed Trustees that IBS will be on site several times over the next few weeks to address these issues.

- ii. LLD Nature Trail Update/TERRA outline

Mr. Rogers recapped the proposed outline presented by TERRA Engineering to prepare a construction package for the Nature Trail Project. He advised Trustees that a proposal for these services would be presented in January.

Mr. Rogers left the meeting at 7:06 p.m.

6. Committee Reports

- a. Finance – Treasurer Breihan had nothing to report.
- b. Personnel and Policy - Vice President Berry stated that the Committee was planning to meet in January. Director Weinstein suggested four possible dates. The Committee agreed to meet on January 12, 2026 at 7:00 p.m.
- c. Physical Plant - Secretary Martin had nothing to report at this time.

7. Staff Reports

a. Director Report

Director Weinstein said that the existing Village TIFs were discussed at the November Joint Review Board (JRB) Meeting. The Village will close-out the UTI TIF early. It may take a full year for the property to get back on the tax rolls. There will be a JRB vote in the near future on whether to extend the Downtown TIF for an additional 12 years. All members of the JRB must vote in favor of extending the TIF in order for the extension to pass. The Village will provide more details in the new year so that LLD Trustees are able to give direction to the Director for the next JRB vote.

The LLD has doses of NARCAN on the premises. The medication has been placed in AED boxes on the first and second floors. The AED boxes have signage that alerts patrons that NARCAN is available within the box. Staff have been trained on the administration of NARCAN. The LLD is in accord with the new law that will take effect on January 1, 2026.

On Friday, December 12th the LLD celebrated its 60th Anniversary Diamond Jubilee. Mayor Mullen, Lisle Woman's Club and Friends member Cathy Cawiezel, and LLD President Emily Swistak gave celebratory speeches. Commemorative tote bags were provided to the first 100 patrons in attendance. There was a diamond scavenger hunt in Youth Services, a photo booth, cupcakes were served, and Winter Bingo was held in the meeting room with 1960s-era vinyl prizes provided by Crooked Arm of Lisle. Over 350 people attended the celebration.

b. Assistant Director Report

Assistant Director Savage reported that the Event Team gathered to finalize preparations for the Diamond Jubilee Celebration.

The Village of Lisle conducted their final inspection of the HVAC installation. The inspection was completed successfully. Dhamer Plumbing completed the fixture installation in the west end men's room. Terrance Electric completed their trenching work for parking lot lighting. All light poles are now working properly.

Stanley was on site to repair the North and South entrance automatic doors. MTH replaced the shattered window in the South foyer.

8. New Business

- a. Approve 2026 Holiday Closings - Action Required

MOTION: Trustee Sullivan moved to approve the Library holiday closing dates for the 2026 calendar year. Trustee Paley seconded.

Discussion: None

Roll Call Vote - All Aye. The motion passed.

b. Acknowledge Annual Treasurer's Report

President Swistak acknowledged the Annual Treasurer's Report. She stated that this financial report is compiled by LLD's outsource financial team, Sikich, using audited numbers, human resource information, and vendor disbursements.

9. Opportunity for Trustee Comments (five minutes)

President Swistak read aloud the proclamation from Illinois Senator Laura Ellman, which commended the LLD on 60 years of growth and service to the community. President Swistak thought the 60th Anniversary Diamond Jubilee was a fantastic event and was happy to be part of it. She wished everyone happy holidays.

Vice President Berry said she enjoyed the 60th Anniversary Diamond Jubilee. She is happy that high school teens look forward to attending Library events. She said she overheard two patrons discussing the hand-wave accessibility feature on restroom doors, and how easy it is to enter with walkers.

Secretary Martin said he admired the progress the Library has made in the past 60 years. He is looking forward to the Library's progress in 2026. He wished everyone happy holidays.

Trustee Sullivan wished everyone happy holidays.

Trustee Larson said she enjoyed the Diamond Jubilee. She said she liked the article in the Daily Herald. She wished everyone happy holidays.

Trustee Paley wished everyone happy holidays. She thanked the staff for a successful Diamond Jubilee Celebration.

Trustee Breihan said she is thrilled with the Library's growth over the past 60 years. She was impressed with the efforts of the Lisle Woman's Club to push for a community Library. She thanked the staff for their work.

10. Adjourn

MOTION: Secretary Martin moved to adjourn the meeting. Trustee Sullivan seconded.

Voice Vote - All Aye. The motion passed.

The meeting adjourned at 7:24 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on January 21, 2026.

Approved by

Joshua Martin, Secretary of the LLD Board of Trustees