

LISLE LIBRARY DISTRICT
BOARD MEETING
March 25, 2026 - 7:00 p.m.

1. Roll call

Present:

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

Absent:

Josh Martin – Secretary

Also present:

Tatiana Weinstein - Director
Will Savage - Assistant Director
Jackie Kilcran - Recording Secretary
Marc Rogers - CCS International Inc. [left the meeting at 7:16 p.m.]

2. Opportunity for visitors to speak - general public comment period

A resident voiced opposition to selling the 725 Front Street property; citing the advantages of retaining the land.

3. Assignments for reviewing monthly accounts payable

- a. Trustee Paley and Trustee Sullivan reviewed the February billings in March
- b. Secretary Martin and Trustee Larson will review the March billings in April

4. Consent Agenda - Action Required

- a. Approve Minutes of the February 18, 2026 Board Meeting
- b. Approve Minutes of the February 18, 2026 Executive Session
- c. Acknowledge Treasurer's Report, 02/28/26, Investment Activity Report, 02/28/26, Current Assets Report, 02/28/26, Revenue Report, 02/28/26, and Expense Report, 02/28/26
- d. Authorize Payment of Bills, 03/25/26

MOTION: Treasurer Breihan moved to approve the Consent Agenda. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

5. Capital Improvement Project

- a. Monthly Project Status Update - CCS Report including progress, schedule, and budget updates & discussions

i. BAS Project

Mr. Rogers stated that work on the BAS punch list continues. Assistant Director Savage stated that a representative of IBS is on site weekly. He informed Trustees that once all the work is complete, IBS will schedule a software training session.

ii. Lot Development Project

Mr. Rogers stated that after attending the Finance Committee Meeting in early March, the Committee was in favor of moving the design phase of the project forward. He stated that a reasonable timeline for the project would include a design phase in the fall, requests for proposal in the fourth quarter of 2026, and groundbreaking in spring 2027.

Director Weinstein stated that TERRA Engineering's proposal for the design phase of the project would be in the April Board Packet, and an action item would appear on the agenda.

b. LLD property; 725 Front Street - Action Item

President Swistak opened the discussion by stating that Trustees received the appraisal of the 725 Front Street lot, which remains confidential. She explained that there were 3 options regarding the lot: sell the property, not to sell at this time and discuss future development options or the viability of selling, or not to sell the property, where the appraisal would become public.

She stated that she was not in favor of selling the lot at this time, and would prefer to discuss future development or the viability of selling at a future date. During discussion, Trustees agreed with President Swistak's assessment.

MOTION: Trustee Sullivan moved to retain LLD property, 725 Front Street, and continue discussions on development options or the viability of selling. Trustee Paley seconded. Roll Call Vote: All Aye. The motion passed.

Mr. Rogers left the meeting at 7:16 p.m.

6. Committee Reports

- a. Finance – Treasurer Breihan reported that the Committee met on March 9th. Tami Olszewski from Ehlers Investment Agency reviewed the LLD's financial position. She assured Committee members that the Library was in a sound position to cover costs for the anticipated capital projects in accordance with the LLD's capital maintenance plan.
- b. Personnel and Policy - Trustee Berry stated that the Committee was looking to meet in April. Director Weinstein suggested April 22nd or April 30th. The Committee agreed to meet on April 22nd at 7:00 p.m.
- c. Physical Plant – President Swistak stated that there was nothing to report at this time.

7. Staff Reports

- a. Director Weinstein informed Trustees that the LLD is working on the Web Content Accessibility Guidelines (WCAG). Units of local government must meet the compliance guidelines by April, 2027. Department Directors and IT staff have had several meetings towards this goal. IT will be purchasing software to aid in ensuring PDFs are accessible.

The Finance Committee met in early March to look at financial investments and capital improvement projects over a ten-year period. The FY26 - 27 budgeting process is underway. A first draft of the budget will be presented at the April Board Meeting.

The LLD has purchased five policing textbooks. Lisle Police Department officers have been studying at the LLD. The LLD provided meeting room space for an officer examination.

Director Weinstein and Assistant Director Savage attended a meeting with Lisle Park District at the Lisle Police Department to discuss patron behavior, bans, and orders of no trespass. They reviewed staff procedures and the use of cohesive language when documenting incidents. Assistant Director Savage has begun training PIC staff in accordance with these procedures.

The LLD is promoting HB5236 on social media to show support for the Digital Library Protection Act. This legislation is to ensure libraries are charged fair and equitable prices for digital media.

The LLD is mentoring a C.O.D. library science student. Director Weinstein has been in contact with the student in the program.

- b. Assistant Director Savage stated that solenoids in the east end men's restroom toilets have been replaced. The restroom is functioning properly.

1 Source Mechanical was on site to repair the humidifiers. They also conducted quarterly maintenance on the HVAC equipment, and changed all the filters.

LaForce performed recalibration of the hand-wave doors within the LLD. Two of the automatic sensors need circuit panel replacement. LaForce has ordered the parts, and will return to complete.

During the annual elevator inspection, a problem with the phone line within the elevator was discovered. Kone replaced the circuit panel. All is functioning properly.

10. New Business

- a. Announcement for Requests for Proposals (RFP) for Library cleaning services. President Swistak stated that an RFP for cleaning services would be advertised in the Daily Herald, and on the LLD website on April 1st.

11. Opportunity for Trustee comments (five minutes)

Vice President Berry informed the Trustees that the ILA is hosting a webinar on the Digital Library Protection Act on Thursday, March 26th. She will be attending the webinar.

Treasurer Breihan, Trustee Sullivan, and Trustee Larson had no comments at this time.

Trustee Paley appreciates that the LLD is promoting the Digital Library Protections Act on social media. She suggested that the community may be unaware of the extreme costs libraries are charged to purchase digital media. She also feels it is important for the community to know libraries are trying to fight for fair costs.

President Swistak thanked the Director for the intergovernmental cooperation. She is hopeful the east end men's restroom's problems have been resolved. She is hoping for good response to the RFP for cleaning services.

12. Adjourn

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

The meeting adjourned at 7:29 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on April 15, 2026.

Approved by

Joshua Martin, Secretary of the LLD Board of Trustees