

**PEOTONE PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 21, 2025**

Location: Peotone Library Meeting Room

Call to Order: 630 p.m. by J. Oliver, Library Board Vice President.

Pledge of Allegiance to the U.S. Flag: Recited.

Roll Call: Taken by J. Oliver: S. Chisausky – Present, M.J. Carlson – Present, S. Dascenzo – Absent, S. Gall – Absent, M. Horne – Absent, J. Oliver – Present, B. Patek – Present.
Others attending: Director Sarah Ehlers, Courtney Stahl, Becky Hase-Plefka, A.J. Kuzma

Adoption of the Agenda/ Minutes

Minutes – Peotone Public Library District – September 16, 2025 Board Meeting Minutes

Trustee Chisausky motioned to adopt the agenda for October 21, 2025 and to approve the minutes of the **Regular Board Meeting of September 16, 2025** with one correction and no additions. The **correction** is as follows: The next regular board meeting is on October 21, 2025 at 6:30 p.m. The motion was seconded by Trustee Patek. Motion carried.

Committee Reports: Refer to the Special Buildings Committee meeting minutes held on October 10, 2025 at the Monee Village Hall. The City verbally agreed to pay for electricity and internet of the new Locker unit, and the library will be responsible for the original cost which includes maintenance of it for the first year. Proposed location is at the circle drive of the Parks and Recreation building.

Director's Report: See attached Director's Report. Additional comments by Sarah Ehlers:

- ARPA is giving the library the remainder of our grant money up front which is earmarked for Hoopla.
- Sarah would like to purchase a terminal to give patrons the option to pay for services at the library via credit/debit card through Square. Discussion ensued about the details and no one objected to her looking into the next steps in implementing this method of payment.

Approval of bills payable and Financial report (roll call vote)

- Motion to pay the bills made by Trustee Carlson. Seconded by Trustee Oliver. Library Board Vice President J. Oliver took Roll Call Vote: Trustee Chisausky – aye-, Trustee Carlson – aye -, Trustee Dascenzo – absent-, Trustee Gall – absent -, Trustee Horne – absent- , Trustee Oliver – aye- and Trustee Patek – aye- Ayes- 4, Nays- 0, Abstain- 0, Absent – 3. Motion carried.
- Motion to File for Audit made by Trustee Chisausky. Seconded by Trustee Oliver. Library board Vice President J. Oliver took Roll Call Vote: Trustee Chisausky – aye-, Trustee Carlson – aye -, Trustee Dascenzo – absent-, Trustee Gall – absent -, Trustee Horne – absent- , Trustee Oliver – aye- and Trustee Patek – aye- Ayes- 4, Nays- 0, Abstain- 0, Absent – 3. Motion carried.

Public Forum: N/A

Unfinished Business:

- Closure Dates Ordinance 25-06 to be voted on in November meeting

New Business:

- Resolution No. 2025-1001 to commit funds to Monee Locker Unit
 - Motion to approve committing \$35,000.00 to Biblioteca locker unit in Monee made by Trustee Carlson. Seconded by Trustee Patek.

- Library Board Vice President J. Oliver took Roll Call Vote: Trustee Chisausky – aye-, Trustee Carlson – aye -, Trustee Dascenzo – absent-, Trustee Gall – absent -, Trustee Horne – absent- , Trustee Oliver – aye- and Trustee Patek – aye- Ayes- 4, Nays- 0, Abstain- 0, Absent – 3. Motion carried.
- The document for the approval of Resolution No. 2025-1001 (Commit funds to Monee locker unit) was signed by Vice President J. Oliver and Secretary B. Patek. It was then given to Director Sarah Ehlers.
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- Ordinance 25-05 Tax Levy
 - Motion to approve the Estimate of revenues Certificate to file with the county, made by Trustee Patek. Seconded by Trustee Carlson.
 - Library board vice president J. Oliver took Roll Call Vote: Trustee Chisausky – aye-, Trustee Carlson – aye -, Trustee Dascenzo – absent-, Trustee Gall – Absent -, Trustee Horne – absent- Trustee Oliver – aye- and Trustee Patek – aye: Ayes- 4, Nays- 0, Abstain- 0, Absent – 3. Motion carried.
 - Estimate of Revenues document signed by Trustee Chisausky (Treasurer) and by Trustee Patek (Secretary). It was then given to Director Sarah Ehlers.
- Remote Work Policy
 - Updated remote work policy states that no one can work from home except for the exceptions listed on page 17 of the Agenda booklet for October 21, 2025.
 - Motion to approve the updated work policy made by Trustee Carlson. Seconded by Trustee Chisausky. All Ayes. Motion carried.
- Investment of Public Funds Policy
 - Motion to approve the Investment of Public Funds Policy was made by Trustee Oliver. Seconded by Trustee Patek.
 - Library Board Vice President J. Oliver took Roll Call Vote: Trustee Chisausky – aye-, Trustee Carlson – aye -, Trustee Dascenzo – absent-, Trustee Gall – absent -, Trustee Horne – absent- , Trustee Oliver – aye- and Trustee Patek – aye- Ayes- 4, Nays- 0, Abstain- 0, Absent – 3. Motion carried.
 - Document for the approval of the Public Funds Policy was signed by Vice President J. Oliver and Secretary B. Patek. It was then given to Director Sarah Ehlers.

Director’s Comments: The new “Illinois Public Library Standards” replacing the “Serving Our Public 4.0: Standards for Illinois Public Libraries”, will be put on the board agenda in January, 2026.

Trustee Comments: Susan Chisausky stated she, along with Margaret Horne, attended the Illinois Library Association Annual Conference on October 14-16. It was an informative and positive experience for both of them and they will share more at our next board meeting in November.

Adjournment:

Motion to adjourn regular board meeting made by Trustee Chisausky and seconded by Trustee Carlson at 7:39 p.m. All Ayes. Motion carried

Next Regular Board Meeting November 18, 2025, at 6:30 p.m.