

Thornton Public Library Board Meeting Minutes  
Thursday, August 21, 2025

Meeting called to order at 6:03 pm by Board President L. Kammert.

**Roll Call** – Present: President L. Kammert, Vice-President A. Roeda, Trustee P. Markowski, Secretary L. Wise, Trustee J. Diekelman arrived at 6:25 pm.  
Absent: Treasurer L. Jamrock, Trustee A. House

**Public Comment** – None

**Approval of Minutes** – Motion made by Trustee P. Markowski to approve the minutes from July 17, 2025 regular board meeting. Seconded by V-Pres. A. Roeda. Voice vote: All in favor say aye, 4; Opposed say nay, 0. Motion carried.

**Correspondence** – East Hazel Crest's (EHC) Library Board gave Pres. L. Kammert a check for \$2000.00 (two thousand) dollars to help with the installation of the new chair lift. EHC Board set a goal to have every student possess a library card. Ideas flowed to see how we could work with them to accomplish this task.

**Treasurer's Report** - Motion to accept Treasurer's report for July and put on file made by Trustee P. Markowski and Seconded by V-Pres A. Roeda. Discussion followed. Watch the budget. Several areas close to 50% and we are only 4 months into this year's budget. Lib Dir K. Dejnowski will check into Programing Juvenile. Receipt for gardening supplies for the back area submitted to the Village for reimbursement. Voice Vote: All in favor say aye, all opposed say nay. Favor: 4, Opposed: 0. Trustee J. Diekelman not present for vote. Motion carried.

**Approval of the Bills:** Motioned made to approve the bills as submitted for Aug 2025 by V-Pres. A Roeda and Seconded by Secretary L. Wise. Discussion followed. Questioned raised on charge for Sam's Club and is it worth it? The charge is for membership and we use it often. Question raised on yoga, it is paid by the Cares Grant we received. Quill is an office supply store, ordered paper. Campus USM payments are for tuition and third party processing fee. Roll Call Vote: President L. Kammert: yes; V-President A. Roeda, yes; Secretary L. Wise, yes; Trustee J. Diekelman, yes. Trustee P. Markowski, not available to vote. Motion carried.

### **Reports by Committee – None**

**Board President's Report** – Pres L Kammert stated we need to have at least one or two board members attend the EHC Library Board meetings. Lib Dir K. Dejnowski attends most of the meetings, but there are times when she can't and we need to step up. Need to support EHC Board at all times, not just when we need financial help. This hopefully would create a better working environment between the two boards.

### **Library Director's Report –**

- ❖ Finished weeding out the non-fiction section of the library. She went back 10 years and there is now a free book section. Discussed a couple of possibilities to donate some of the books also.
- ❖ Check has been received for the Per Capita Grant for EHC.
- ❖ Working on PNG grant and if received hopes to work with Wolcott School. Ha been in touch with the superintendent.
- ❖ There are movies scheduled with the Rec Center up until March. They will be held inside the Rec Center. Concession stand available.
- ❖ There were 5 kids enrolled in the summer reading program, but there was no participation in the activities. Lib Dir K. Dejnowski will not offer the program next year.
- ❖ Researching a Technology Grant to help with purchasing new patron computers. Current computers will not be able to be updated with Windows 11 in November. Current computers are on a cycle and the staff would have to download drivers every morning to allow patrons to print to

new printer. Patrons can print if they have a thumb drive or if they want to email their document(s) to K. Dejnowski and they are physically in the library.

- ❖ Issues with the new printer have been corrected. Fax machine has been hooked up and the IP address has been corrected.

## **Adult Services Report**

- Adult Chair Yoga still on track with two classes again this month. Next class is Aug 24<sup>th</sup> at the Rec Center.
- Working with the Village Clerk in EHC to get the word out about the adult programs offered by Thornton Library. Lib Dir wants to get the contact information to send over the Children's programs.
- Paint night had about 30 attendees.
- Book Club had 3 attending and they discussed The Woman in Suite 11 by Ruth Ware. The book for September is The Women by Kristin Hannah.
- Coloring still going good.
- Chair Lift is certified and paid for.

## **Unfinished Business**

1. **Chair Lift** – Chair lift has the proper certification and has been paid for. Item closed.
2. **Vacation Time** – Lib Dir will move the spreadsheet into a google doc. Taking of PTO hours discussed. Can they be taken in increments or as a full 8 hour day? Nothing in the policy handbook, so they can be taken in increments. A. Enright is over her hours. Lib Dir K. Dejnowski will discuss with her no more vacation for the rest of this year and will start with 8 days less for the 2026 year. Item is closed.
3. **IT** – Lib Dir K. Dejnowski prefers the bid from Heritage Technology from the three that were received. Best price, came into the library and looked at the facility. If we go with this company, we would no longer be connected to the Village system, the village IT person would be replaced and it would fall under contractual services in the budget. Need to look at the budget and see what can be done. Lib Dir will get back with sales rep Ron Valdez and ask some questions. Is there a separate charge for install and is there a

separate monthly fee for the firewall or is it included in the \$150.00 per month charge?

4. **Third Employee/Budget** – Library received 2 resumes and Lib Dir will interview the 2 applicants and check references.
5. **Printer** – issues with the new printer have been resolved. Fax line hooked up and IP address corrected. Item closed.

### **New Business**

1. **Trustee Communication** – What is discussed in the library stays in the library. Answer general questions to the public. Other questions need to be directed to the Lib Dir K. Dejnowski. Item closed.
2. **Course Repayment** – Lib Dir K. Dejnowski will repay the Management for Organizations Class at \$100.00 (one hundred) dollars a month. She will give an update each month. Item Closed.

### **Executive Session – Not required**

### **Items for next agenda**

1. IT/Patron Computers
2. Third Employee/Budget
3. Strategic Plan New Business
4. Oktoberfest New Business
5. Health Insurance New Business

**Announcements** – Lib Dir K. Dejnowski requested adding Strategic Plan to the agenda for September under new business. It's a plan on what the library wants to accomplish in the next 3 – 5 years. Need to work with businesses in the Village to see what they want from the Library. Lib Dir will try to find a couple of examples for us to review.

**Adjournment** – Motion to adjourn meeting by Trustee P. Markowski and seconded by Trustee J. Diekelman. Voice vote – All in favor say aye, all opposed say nay. Favor – 5, opposed - 0. Motion carried. Meeting adjourned at 7:53 pm.

**Next Meeting** – September 18, 2025, 6:00pm

Respectfully submitted by Secretary L. Wise  22 Aug 2025

