Whiting Public Library
Regular Monthly Meeting
October 14, 2025

Board Members Present:
Walter Wachel, President
Ashley Sudar, Vice President
Amy Holmes, Treasurer
Mary Lu Cowley, Secretary
Daniel Catlin, Board Member
Scot Kokandy, Board Member
Estela Waszak, Board Member

Board Members Absent:

Guests:

Others:
Montserrat Inglada, Director
Laura Lopez, Recording Secretary

Public:

A notice of the Regular Board Meeting was posted at the Ohio Avenue entrance and posted on the library website on October 9, 2025.

Mr. Wachel, President, called the regular board meeting to order at 6:00 p.m.

<u>Approval of the following minutes was made collectively:</u>
Mr. Kokandy moved:
THAT the minutes of both the Executive Session and Regular Board meetings on September 9, 2025 be approved as submitted.
SECONDED by: Ms. Sudar ACTION: Carried Unanimo

<u>Approval of the following minutes was made collectively:</u>
Mrs. Cowley moved:
THAT the minutes of the Executive Session on September 20, 2025, September 24, 2025, and October 7, 2025 be approved as submitted.
SECONDED by: Ms. Sudar ACTION: Carried Unanimously

<u>Report from Board President</u>
none

<u>Director's Report</u>
- The construction contract has been signed, and a copy has been submitted to Gateway for recordkeeping.

- Access to Libby has now been expanded to include all reciprocal borrowers at no additional cost to the library. We will begin promoting this update to patrons, highlighting that anyone with a Whiting Library card can now use Libby. This expansion is expected to increase digital circulation and overall usage.

Building Renovation Update

- There was a brief delay with the staircase installation as the structural engineer needed to verify some details. The staircase is now on track to be completed by the end of October.
- The new chandelier has been installed.
- Work on the new family bathroom on the lower level is temporarily paused until the upstairs plumbing is completed, as the crew needs to punch through the ceiling for the new plumbing lines. A delay with the tile delivery also pushed back the timeline. Both bathrooms are expected to be finished by the end of October.
- The new outdoor book drop was installed by Mike, providing a more convenient option for patrons to return materials after hours.
- Phase II of the renovation is now scheduled to begin the first week of November. A plan has also been developed to address the seepage issues in the bathrooms, which is caused by the outside planters.

2026 Budget Adoption
Mrs. Cowley moved:
THAT the board approve the 2026 budget as presented.
SECONDED by: Mr. Catlin **ACTION: Carried Unanimously**

Rothschild Agency, Renewal of building insurance
Mrs. Cowley moved:
THAT the Board approve the commercial insurance policy renewal (10/27/25 to 10/27/26) with Property-Owners, at an estimated cost of $17,600.50.
SECONDED by: Mr. Kokandy **ACTION: Carried Unanimously**

Renewal of HRA
Mr. Kokandy moved:
THAT the employees' HRA for 2026 be renewed.
SECONDED by: Mrs. Holmes **ACTION: Carried Unanimously**

Midwest Environmental Consulting Services, Inc.
Mr. Kokandy moved:
THAT the payment for Asbestos Project Management & Air Quality Testing be approved in the amount of $5,400.00
SECONDED by: Mrs. Holmes **ACTION: Carried Unanimously**

Gariup Construction, Renovation Contract
Ms. Sudar moved:
THAT the contract for the Library's renovation with Gariup Construction be approved.
SECONDED by: Mrs. Cowley **ACTION: Carried Unanimously**

<u>Lumino Leadership, Contract</u>
Mrs. Cowley moved:
THAT the contract with Lumino Leadership be approved.
SECONDED by: Mr. Kokandy **ACTION: Carried Unanimously**

<u>Employee Disciplinary Form</u>
Mr. Kokandy moved:
THAT be approved with changes as discussed.
SECONDED by: Mrs. Cowley **ACTION: Carried Unanimously**

<u>Improvement Plan</u>
Mr. Holmes moved:
THAT the Improvement Plan be approved as currently submitted. It will be a living document that will be revisited and revised in the future, and be placed and kept on the agenda under Unfinished Business until further notice.
SECONDED by: Mrs. Cowley **ACTION: Carried Unanimously**

<u>Adjournment</u>
Mr. Kokandy moved:
THAT the meeting be adjourned.
SECONDED by: Ms. Sudar **ACTION: Meeting Adjourned 6:50 p.m.**

Walter Wachel, President

Ashley Sudar, Vice-President

Mary Lu Cowley, Secretary

Amy Holmes, Treasurer

Daniel Catlin, Board Member

Scot Kokandy, Board Member

Estela Waszak, Board Member

Respectfully submitted,
Laura Lopez