

**Board of Trustees Regular Meeting
September 16, 2025, at 7:00 PM**

801 School Avenue,
Matteson, IL. 60443
Room D

1. Budget and Appropriation Hearing 6:45 pm - No one from the public was present.
2. Call to order at 7:00 pm by Howard Hunigan

3. **Roll Call -**

Trustees present: Howard Hunigan, Jonathan Currin, Casandra Holliday, Beverly Coleman and Temitope Babayode arrived at 7:17 pm.

Absent - Donna Brumfield and Angela Williams-Brummel

Staff present: Nikeda Webb, Director, Thomas Webb, Assistant Director, and Robin Covington, Administrative Assistant

4. **Pledge of Allegiance**

5. **Opportunity of Public Comment -** None at this time

6. **Consent Agenda -**

6.1 Approval of Agenda for September 16, 2025

6.2 Approval of the Minutes for the August 19, 2025, Regular Board Meeting

Motion by: Howard Hunigan

Second by: Beverly Coleman

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
Temitope Babayode - Yes	=====

Motion carried

7. **Items removed from the Consent Agenda -** None

8. Consideration of Financial Reports and Related Financial Concerns

8.1 Motion to approve August disbursements of \$294,605.58 for operating operating invoices.

Motion by: Beverly Coleman

Second by: Jonathan Currin

Discussion: Nikeda Webb gave an overview of the August Financial Transactions that reached the threshold.

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
=====	=====

Motion carried

8.2 The next step in the Budget Process - Tax Levy
A levy is the amount of revenue a taxing district wants to raise through property taxes. A Levy increase or decrease does not necessarily mean your taxes are changing. (October meeting)

Beverly Coleman explained our budget process and how it works.

Howard Hunigan shared that he recently learned that when it comes to libraries, we don't have to table our motion if it's less than a full amount, in our case, by 5% we can vote at that meeting. We don't have to wait until the next meeting to make a motion.

Motion by: Beverly Coleman

Second by: Jonathan Currin

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
=====	=====

Motion carried

8.3 Renovation Costs - Nikeda Webb reported that we have not received any request for payments from StudioGC.

9. Director and Assistant Director’s Report

9.1 Motion to go into closed session to discuss Building Security matters: 5ILCS 120/2 (c) (8) and 2nd item to discuss in closed session under Section 2 (c) (1) of the Open Meetings Act for “the performance of a specific employee” as mandated by Section 2.06 of the Open Meetings Act (21). And 3rd item we will discuss is the minutes listed from our July 1st meeting and August 19th closed session.

Entered into closed session at 7:27 pm

Motion by: Howard Hunigan

Second by: Casandra Holliday

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
=====	=====

Motion carried

Return to open session at 8:12 pm

9.2 Building & Technology - We are still updating staff computers. Thom Webb added that the staff really worked hard to prepare for construction, and especially Lisa Fasano, building manager, and her crew really worked to make this a smooth transition.

9.3 Staff Updates - Susan Fulcher Youth Services hired a new staff member, Henry Rodriguez as Teen Librarian.

9.4 Programs - We have a concert scheduled for September 20th, outside if the weather permits, if not we will be inside. We will not have winter welcome this year. We will partner with the village for Trick or Treat, and our mentoring group will help out the police department; it'll be at the community center. We will do trunk a treat here in the parking lot.

9.5 Other - Lo Dostro is still saying that they will finish on time.

10. President’s Report

10.1 Holiday Party - Howard Hunigan asked for someone to take the lead and find a location, date, and time. He will be making calls this week for a volunteer.

11. Open Items - None

12. New Business -

12.1 Motion to take from Table (August 19, 2025) the motion relating to Budget & Appropriation for Fiscal Year 2025-2026.

Motion by: Beverly Coleman

Second by: Temitope Babayode

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
Temitope Babayode - Yes	=====

Motion carried

12.2 Motion to approve the Budget & Appropriation for Fiscal Year Year 2025 - 2026.

Motion by: Beverly Coleman

Second by: Jonathan Currin

Roll Call Vote

Howard Hunigan - Yes	Temitope Babayode - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
Jonathan Currin - Yes	=====

Motion carried

12.3 Motion to approve the Submission of IPLAR (Illinois Public Library Annual Report)

Motion by: Howard Hunigan

Second by: Temitope Babayode

Discussion:

Nikeda Webb stated that we have to do this every year, the report lists how many patrons we saw, and our funding. This is used to create the annual report that is given to the board.

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
Temitope Babayode - Yes	=====

Motion carried

The board entered into closed session at 7:55 pm

Howard Hunigan called for a roll-call vote that we are all in agreement to return to open session.

Roll Call Vote

Howard Hunigan - Yes	Jonathan Currin - Yes
Beverly Coleman - Yes	Casandra Holliday - Yes
Temitope Babayode - Yes	=====

Motion carried

The Board reconvened in open session at 8:28 p.m.

13. Committee Updates/Upcoming Meetings

- 13.1 Board of Trustees Retreat Saturday, October 11, 2025 (8:30 am - 2:00 pm)
Temitope Babayode will chair the retreat this year. He stated that we will have a guest Keynote Speaker this year, Trustee Mr. Adam Shorter from the village of Matteson.
- 13.2 1st Update of the Director's Performance Goals October 14th, 2025
Howard Hunigan and Temitope Babayode will meet at 5:30 pm.

14. Correspondence - We received a Letter of thanks from Miss Phallon

15. Next Month Meeting (Possible Agenda Items)

- 15.1 Building, Grounds and Equipment Committee Meeting - October 14, 2025
6:30 pm Artist will present draft.
- 15.2 Finance and Insurance Committee Meeting - October 28, 2025 6:30 pm
- 15.3 Regular meeting will be on October 21, 2025, at 7:00 pm

16. Adjournment at 8:48 pm

Motion by: Beverly Coleman

Second by: Jonathan Currin

Ayes 5 Nays 0 Motion carried.

Donna Brumfield, Board Secretary

Robin Covington, Administrative Assistant

September 16th, 2025 Board Meeting Minutes