



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Regular Meeting Thursday, September 18, 2025

I. Call to Order.

The meeting was called to order at 7:06 p.m.

II. Roll Call.

Roll call indicated the following Trustees were

PRESENT: Dr. Gregory Sarlo, Kristen Graack, Lisa DuBrock, Rachel Rice, Nicholas Harkovich, Megan Williams.

ABSENT: Christine Halblander, Michelle Shimon-Hutchison, Robert Flinn.

ALSO PRESENT: Director Laurie Papadourakis, Joanie Sebastian, Heather Imhoff, Michelle Meyer-Edley, Lynne Rubio; Friends of the Library President John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

MOTION by Graack, seconded by Harkovich to invoke the Remote Participation Policy.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich.

NAYS: None.

MOTION CARRIED.

Megan Williams was formally sworn in as a Trustee of the Des Plaines Public Library Board.

V. Consideration of the Agenda.

MOTION by Harkovich, seconded by DuBrock, to accept the Agenda.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich, Williams.

NAYS: None.

MOTION CARRIED.

VI. Public Comments and Questions.

None

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting August 2025.
- B. Approval of the Minutes of the Finance Committee Meeting August 2025.
- C. Acceptance of Financial Reports for August 2025.
- D. Acceptance of Reports.
 - 1. Statistics Report for August 2025.
 - 2. Director's Report for August 2025.

MOTION by Graack, seconded by Rice, to accept the Consent Agenda.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich, Williams.

NAYS: None.

MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$217,510.47.

MOTION by DuBrock, seconded by Graack, to Approve Payment of Vendor Checks and ACH Payments in the amount of \$217,510.47 as listed on the vendor checks report of August 2025 and authorize Director Laurie Papadourakis to transfer the amount required to the Library's operating account.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich, Williams.

NAYS: None.

MOTION CARRIED.

- B. Approval of the Communico 2025 - 2028 Contract.

This contract does not include an annual out clause, and over the course of 3 years exceeds the limit for approval of a contract without issuing a request for proposal. Director Papadourakis will ask for the addition of an annual out clause and bring the contract back for review in October.

- C. Approval of 2026 Closing Dates.

MOTION by Graack, seconded by Harkovich, to approve the 2026 Closing Dates as presented.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich, Williams.

NAYS: None.

MOTION CARRIED.

- D. Update from the Planning Committee regarding 2026 - 2028 Strategic Planning.

Planning Committee Chair Rice reported that the committee will meet to start the process of developing the plan and report out in October.

IX. Other.

Director Papadourakis announced that the Library's 2026 Budget will be presented to City Council on October 15th at 6:30 p.m.

President Sarlo announced that a Des Plaines Public Library Foundation Board is in the process of being formed.

X. Announcements.

The Library will be hosting a Cake and Conversation event on October 28th from 11 a.m. to 7 p.m. in the lobby. Patrons can join us for refreshments and provide input into DPPL's 2026-2028 Strategic Plan.

Friends of the Library President John Leach invited all to attend the Friends Book Sale, Friday, September 19 through Sunday, September 21. He also announced that the FOL were the beneficiary of a \$15K donation from a closing day care center and were donating \$7.5 of it directly to DPPL for YS Programming.

XI. Correspondence.

Marketing and Communications Head Heather Imhoff shared thank you notes from participants DPPL's Cafecito Y Libritos Spanish Book Club and noted the Library is celebrating Spanish Heritage Month.

Adjournment.

MOTION by Rice, seconded by Graack to adjourn.

AYES: Sarlo, Graack, DuBrock, Rice, Harkovich, Williams.

NAYS: None.

MOTION CARRIED.

The meeting adjourned at 7:32 p.m.