DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Regular Meeting
Thursday, June 25th, 2026

I. Call to Order.

The meeting was called to order at 7:07 p.m.

II. Roll Call.

PRESENT: Lisa DuBrock, Robert Flinn, Kristen Graack, Christine Halblander, Nicholas Harkovich, Rachel Rice, Michelle Shimon-Hutchison.
ABSENT: Megan Williams
ALSO PRESENT: Director Laurie Papadourakis, Joanie Sebastian, Heather Imhoff, John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A.

V. Consideration of the Agenda.

MOTION by DuBrock, seconded by Halblander, to accept the Agenda.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

VI. Public Comments and Questions.

None.

VII. Consent Agenda.

A. Approval of the Minutes of the Regular Board Meeting – May 2026.

B. Approval of the Minutes of the Finance Committee Meeting - May 2026.

C. Acceptance of Financial Reports for May 2026.

D. Acceptance of Reports.

1. Statistics Report for May 2026.
2. Director's Report for May 2026.

MOTION by Harkovich, seconded by Graack, to accept the Consent Agenda.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

VIII. New Business.

A. Approval of Payment of Vendor Checks Report and ACH Payments in the amount of $276,407.18.

MOTION by DuBrock to approve payment of vendor checks and ACH Payments in the amount of $276,407.18 as listed on the vendor checks report of May 2026 and authorize Director Laurie Papadourakis to transfer the amount required to the Library's operating account.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

B. Report out from the Management Committee.

Chairperson Graack reported that the committee reviewed recommended changes to the Rules of Conduct Policy, a Salary Classification Schedule Update Due to a Minimum Wage Increase, and a new Disposition of Materials Policy Review and Approval, and recommends that the board adopt them as presented.

MOTION by Graack, seconded by DuBrock, to accept recommended changes to the Rules of Conduct Policy, contingent on the approval of a IGA with the City of Des Plaines granting usage of spaces outside the library for programming.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

MOTION by DuBrock, seconded by Rice, to accept the recommended update to the Salary Classification Schedule.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

MOTION by Rice, seconded by Shimon-Hutchison, to accept the new Disposition of Materials Policy as presented.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

C. Review and Approval of 2026/2027 Non-Resident Fee.

MOTION by Rice, seconded by Shimon-Hutchison, to accept the new Disposition of Materials Policy as presented.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

D. Report from the Nominating Committee. Committee chair reported that officer elections will take place in July and reminded trustees that nominations may be made from the floor at the meeting.

IX. Executive Session: Appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

MOTION by Rice, seconded by DuBrock, to enter Executive Session.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

The board entered executive session at 7:19 p.m.

MOTION by Rice, seconded by DuBrock, to exit Executive Session.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

The board exited executive session at 7:47 p.m.
MOTION by Rice, seconded by DuBrock, to exit Executive Session.

AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

Graack reported that the board in Executive Session approved an annual salary increase of 3.5% to Library Director Papadourakis. This percentage is in alignment with the approved annual salary increase for all employees in good standing.

X. Other.

Graack called for a minute of silence in remembrance of Board President Dr. Gregory Sarlo, who passed away on June 17, 2026. A Celebration of Life is scheduled at 11 a.m. on Saturday, August 8th at the Park Ridge Community Church.

XI. Announcements.

The July 15, 2026 meeting, scheduled for 5 p.m. has been moved to 7 p.m. to allow for a quarterly Finance Committee meeting at 6 p.m.

XII. Correspondence.

None.

XIII. Adjournment.

MOTION by Rice, seconded by Harkovich, to adjourn.
AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Rice, Shimon-Hutchison.
NAYS: None.
MOTION CARRIED.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

S:________________________________ ____________________

Rachel Rice
Board Secretary

Date