

Crystal Lake Public Library Board of Trustees
Regular Meeting Minutes
November 19, 2025, 7:00 p.m.
Crystal Lake Public Library, Ames Room

I. Call to Order: The meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Cary Waxler at 7:00 p.m.

II. Call and declaration of quorum:

Present: James Becker, Mary Fisher, Nancy McFadden, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: Bonita Drew, Stacey Lorenz,

Staff Present: Becky Fyolek, Executive Director; Karen Migaldi, Assistant Director; Veronica Morales, Recording Secretary; Kriste Amherdt, Business Manager; Stephanie Price, Marketing Manager; Penny Ramirez, Head of Technical Services; Dawn Dvorak, Head of Youth Services.

III. Public Comment: None

IV. Board Development: Dawn Dvorak, Head of Youth Services, provided an overview of the Winter Reading Program, "Take Me to Your Reader."

V. Approval of minutes of previous meeting(s):

It was moved by Charles Stump and seconded by James Becker to approve the minutes of the regular meeting of October 15, 2025, as presented.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

VI. Committee and Board Member Reports: There were no updates or items for discussion.

VII. Financial Reports: It was moved by Rebecca Sisler and seconded by Nancy McFadden to approve the FY 2025 Financial Report as of October 31, 2025.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

VIII. Approval of Disbursements: It was moved by Charles Stump and seconded by Mary Fisher to approve the Regular Disbursements for November 2025 in the amount of \$561,761.68, as follows:

OPERATING	175,013.25
	319,571.91 ⁽¹⁾
IMRF/FICA	56,419.95 ⁽²⁾
CONSTRUCTION & REPAIR	8,728.07
SPECIAL RESERVE FUNDS	1,942.50
GIFT & MEMORIAL	86.00
GRAND TOTAL	561,761.68

(1) Operating Total

(2) IMRF/FICA

ROLL CALL:

Aye: James Becker, Mary Fisher, Nancy McFadden, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: Bonita Drew, Stacey Lorenz

Nay: None

Abstain: None

Motion Passed

IX. Communications: Executive Director Fyolek shared communications received since the October 15, 2025, board meeting.

X. Board Action:

A. Humidifier Replacements – Contract Approval

It was moved by Nancy McFadden and seconded by William Weller to award the contract to replace the Library’s humidifiers to 1 Source Mechanical, Inc. in the amount of \$63,500 and to authorize the President of the Board of Library Trustees of the City of Crystal Lake to sign the contract.

ROLL CALL:

Aye: James Becker, Mary Fisher, Nancy McFadden, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: Bonita Drew, Stacey Lorenz

Nay: None

Abstain: None

Motion Passed

B. MCDH Mobile Clinic Program Approval

It was moved by Mary Fisher and seconded by Nancy McFadden to approve hosting the McHenry County Department of Health Mobile Clinic program at the library on Tuesday, January 20, 2026.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

C. Educational Assistance Request Approval

It was moved by William Weller and seconded by Mary Fisher to approve the request for tuition reimbursement from Nicole Black and reimburse 50% of one three credit course per semester pending a grade of B or better, up to a maximum of \$832.50 per semester, upon completion of the course and submission of required paperwork.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

XI. Board Discussion:

Trustee Stump reported attending the Northwest Illinois Library Legislative Lunch with Executive Director Fyolek and Trustee Lorenz, where they spoke with local representatives.

XII. Staff Reports: Written reports from Executive Director, Adult Services, IT/Technical Services, Youth Services, and statistical reports were included in the packet.

Trustee Waxler expressed satisfaction with the continued use of the passport services provided by the library.

XIII. Executive Session for discussion of minutes, sale, purchase, or lease of real property [5 ILCS 120/2(c)(5)]

It was moved by William Weller and seconded by Charles Stump to enter executive session at 7:29 p.m. to discuss sale, purchase, or lease of real property pursuant to 5 ILCS 120/2(c)(5), and to invite Executive Director Fyolek to attend.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

It was moved by Charles Stump and seconded by William Weller to return to regular session at 7:38 p.m.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

XIV. Adjournment: It was moved by William Weller and seconded by Charles Stump to adjourn the meeting at 7:40 p.m.

Voice Vote: Aye-7; Nay- 0; Absent-2; Abstain- 0; Motion Passed.

Rebecca Sisler, Secretary