

Crystal Lake Public Library Board of Trustees
Regular Meeting Minutes
February 18, 2026, 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 7:01 p.m.

II. Call and declaration of quorum:

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

Absent: None

Staff Present: Becky Fyolek, Executive Director; Karen Migaldi, Assistant Director; Veronica Morales, Recording Secretary; Kriste Amherdt, Business Manager; Nancy Weber, Head of Adult Services; Penny Ramirez, Head of Technical Services; Dawn Dvorak, Head of Youth Services; Seanine Brady, Assistant Head of Youth Services.

III. Public Comment: None

IV. Board Development: Seanine Brady, Assistant Head of Youth Services, presented an overview of the 2026 Library Lovers Expedition.

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 January 21, 2026, as presented with a minor typographical correction.

Voice Vote: Aye-9; Nay- 0; Absent-0; 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 Stacey Lorenz and seconded by James Becker to approve the FY 2026 Financial Report as of January 31, 2026.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

VIII. Approval of Disbursements: It was moved by Stacey Lorenz and seconded by Nancy McFadden to approve the Regular Disbursements for February 2026 in the amount of \$411,851.53, as follows:

OPERATING	112,340.24
	211,274.65 ⁽¹⁾
IMRF/FICA	37,061.27 ⁽²⁾
CONSTRUCTION & REPAIR	1,856.52
SPECIAL RESERVE FUNDS	49,050.00
GIFT & MEMORIAL	268.85
GRAND TOTAL	411,851.53

(1) Operating Total

(2) IMRF/FICA

ROLL CALL:

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

Absent: None

Nay: None

Abstain: None

Motion Passed

IX. Communications: Executive Director Fyolek shared communications received since the January 21, 2026, board meeting.

X. Board Action:

A. Annual Reports for FY 2025

1. CLPL – Review

The board reviewed and discussed the FY2025 CLPL Annual Reports.

2. Illinois Public Library Annual Report – approval

It was moved by Stacey Lorenz and seconded by Bonita Drew that

- This Illinois Public Library Annual Report (IPLAR) be filed in accordance with 75 ILCS 5/40-10
- The FY2025 IPLAR is essential and correct
- The Executive Director, Board President and Board Secretary are authorized to executive the document
- The Executive Director is authorized to submit the FY 2025 IPLAR to the Illinois State Library

B. Landscape Maintenance Contract Renewal

It was moved by Charles Stump and seconded by Stacey Lorenz to approve the 2026 Contract for Landscape Maintenance Services with Countryside Industries, Inc. for eight payments of \$1,895.00 per month/\$15,160 annually and to authorize the President of the Board of Library Trustees to sign the contract.

ROLL CALL:

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

Absent: None

Nay: None

Abstain: None

Motion Passed

C. City of Crystal Lake – Intergovernmental Agreement Approval

It was moved by Rebecca Sisler and seconded by William Weller to approve the Intergovernmental Agreement and authorize the Board of Library Trustees President to sign the agreement.

Trustee Becker recommended recording PPRT as income in the Financial Report. Executive Director Fyolek reported that the City of Crystal Lake will provide an annual letter stating the amount of PPRT taken in by the City in the preceding fiscal year, the amount that was owed to the Library, and that the City will retain those funds in exchange for HR support and benefits management per the IGA.

Trustee Becker suggested recording that the letter needs to be received annually. Executive Director Fyolek recommended adding it to the Director's Succession Plan that she is in the process of updating to tie to the new calendar year fiscal year. The Succession Plan will be brought to the board for approval at a future meeting.

Trustee Becker inquired about renewing the IGA every five years for consistency, rather than the current 10-year term followed by five-year renewals.

ROLL CALL:

Aye: Bonita Drew, Mary Fisher, Stacey Lorenz, Nancy McFadden, Rebecca Sisler, Charles Stump, Cary Waxler, William Weller.

Absent: None

Nay: James Becker

Abstain: None

Motion Passed

XI. Board Discussion:

Trustee Weller shared a letter addressed to the City of Crystal Lake regarding the Crystal Lake Public Library's omission from their video presented at the Chamber of Commerce Annual Luncheon.

Trustee Stump shared the following updates with the Library Board:

- Thanked Circulation Services staff for notarizing a document.

- Reported being featured in the *Illinois Reporter* Spotlight and thanked Marketing Manager Stephanie Price for assistance with the biography.
- Noted upcoming Library Trustee Forum Spring Webinars.
- Reported that letters were sent to state representatives in support of library funding.
- Shared that State Representative Suzanne Ness and Senator Tammy Duckworth's office will be at the library on March 9 from 3-7pm.
- Shared that he recently read to preschoolers at the YMCA.

Executive Director Fyolek informed the board that two new libraries, Wauconda Area Public Library and Rolling Meadows Library, will join CCS in the fall.

Trustee Lorenz expressed appreciation for the ongoing outreach provided by CLPL staff.

- XII. Staff Reports:** Written reports from Executive Director, Adult Services, Circulation Services, IT/Technical Services, Marketing, and Youth Services reports were included in the packet.
- XIII. Adjournment:** It was moved by James Becker and seconded by William Weller to adjourn the meeting at 8:19 p.m.

Voice Vote: Aye-9; Nay- 0; Absent-0; Abstain- 0; Motion Passed.

Rebecca Sisler, Secretary