



AGENDA - REGULAR MONTHLY MEETING
HIGHWOOD LIBRARY & COMMUNITY CENTER BOARD OF TRUSTEES

Location: Highwood Public Library
Monday, June 2, 2025 – 7 P.M

1. Call to order
 2. Roll call
 3. Public comment from the floor
 4. President's report
 - a. Annual Reports
 5. Secretary's report
 - a. Motion to approve minutes from April 28, 2025 regular meetings and March 17, 2025 executive session
 6. Communication
 7. Treasurer Report
 - a. Review of Financials
 - b. Motion to approve the May 2025 Invoices
 8. Director's report
 - a. Public comment received via email and suggestion box
 9. Committee reports
 - a. Finance Committee
 - b. Policy
 - c. Building & Grounds
 10. Old business
 11. New business
 - a. Discussion of policies: Board Bylaws, Freedom of Information Act Policy, Library Card Policy, Reference Service Policy
 - b. Motion to approve the presented policies
 - c. Nomination & Discussion of executive board for FY 2026
 - d. Motion to approve executive board
 - e. Quarterly outcomes update
 - f. Director's Annual Report review and motion to approve
 - g. ILLINET/OCLC Group Services Member Agreement FY26 review and motion to approve
 - h. Lake County Workforce Development Youth Employment Agreement Review and motion to approve
 - i. Strategic Plan discussion – timing and professional assistance and motion to approve
 12. Executive Session 5 ILCS 120/Sec 2(c) 1
 - a. Motion to approve items of action taken in executive session.
 13. Adjournment
- Next regular board meeting – please refer to the website for future meeting dates and location.

Board of Trustees

Lucy Hospodarsky, President • Janell Cleland, Vice President • Catherine Regalado, Secretary • Nora Loreda, Treasurer

Trustees: Bertha Chavez, Paul Martinez, Jason Muelver, Nancy Pastroff

Laura Ramirez, Executive Director director@highwoodlibrary.org

102 Highwood Ave. • Highwood, IL 60040 • www.highwoodlibrary.org • 847-432-5404