Mount Prospect Public Library
Board of Library Trustees
10 S. Emerson Street | Mount Prospect, IL 60056

Regular Board Meeting
September 17, 2026
Minutes

1. Call to Order
   Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 6:05 p.m. by Kristine O'Sullivan, President.

2. Roll Call

Present:	Marie Bass, Mary Anne Benden, Brian Gilligan, Sylvia Haas, Kristine O'Sullivan, Andrea Shaeffer
Absent:	Sylvia Fulk
Staff Present:	Anne Belden, Patrick Brickley, Jo Broszczak, Su Reynders, Gosia Telichowska, Suzanne Yazel
Visitors:	Jason Perkunas, SMC Construction Services

3. Public Comment
   There was no public comment.

4. Award 2027 Chiller Replacement Project Bid to Helm Mechanical at a cost of $369,000
   Jason Perkunas, Project Manager, presented the results of the five bid packages received on August 19, 2026, for the Chiller Replacement Project. He recommended awarding the project to the lowest responsible bidder, Helm Mechanical, in the amount of $369,000.

   Motion was made by Trustee Haas and seconded by Trustee Gilligan to award the 2027 Chiller Replacement Project Bid to Helm Mechanical at a cost of $369,000 as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Haas, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

5. Consent Agenda
   a. Approve Minutes of Regular Board Meeting of August 20, 2026
   b. Approve Minutes of Finance Committee Meeting of September 3, 2026
   c. Approve August 2026 Bills and Financial Reports

   Motion was made by Trustee Shaeffer and seconded by Trustee Haas to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Haas, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

6. Approve Resolution No. 2026-5 Certifying the 2027 Appropriation Budget and 2026 Tax Levy, 2027 Working Budget, and 2027 Salary Structure
   Trustees noted that the budget and all related documents had been reviewed by the Finance Committee on September 3, which recommended approval by the full Board.

   Motion was made by Trustee Bass and seconded by Trustee Gilligan to approve Resolution No. 2026-5 Certifying the 2027 Appropriation Budget and 2026 Tax Levy, 2027 Working Budget, and 2027 Salary Structure as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Haas, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

7. Approve 2026 Library Fund and Capital Projects Fund Budget Amendments
   Trustees noted that the amendments had been reviewed by the Finance Committee on September 3, which recommended approval by the full Board.

   Motion was made by Trustee Benden and seconded by Trustee Bass to approve the 2026 Library Fund and Capital Projects Fund Budget Amendments as presented. Roll Call Vote: AYES: Bass, Benden, Gilligan, Haas, O'Sullivan, Shaeffer. NAYS: None. ABSENT: Fulk. ABSTAIN: None. Motion carried.

8. Executive Director Report
   Executive Director Reynders reviewed the highlights of the monthly library report and answered questions. She reported that the second-floor renovation project has been completed and came in approximately $200,000 under budget. She also announced that a ribbon-cutting ceremony would be held on October 1, with remarks from Mayor Paul Hoefert and Library Board President Kristine O'Sullivan.

9. Trustee Reports and Comments
   Trustee Shaeffer attended the August 24 Foundation Board Meeting.

10. Upcoming Meetings and Events Calendar
    a. September 28 – Foundation Board Meeting – Andrea Shaeffer
    b. October – Meet the Board – Sylvia Fulk
    c. October 1, 4:00 p.m. – Second Floor Ribbon Cutting
    d. October 15, 6:00 p.m. – Regular Board Meeting
        i. Third Quarter Financial Review
        ii. Review Per Capita Grant requirements
    e. October 17-18 – Friends Book Sale
    f. October 26 – Foundation Board Meeting – Kristine O'Sullivan

11. Adjournment

Motion was made by Trustee Shaeffer and seconded by Trustee Benden to adjourn the Regular Board Meeting at 6:38 p.m. Voice vote carried.

/s/
Andrea Shaeffer, Secretary

Approved as submitted 10/15/2026