



MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES  
OF THE CICERO PUBLIC LIBRARY HELD AT THE  
CICERO PUBLIC LIBRARY ON  
MONDAY, JUNE 9, 2025  
5:00 P.M.

Prior to calling the meeting to order, President Grazzini noted the following:

*The president and Board of Trustees welcome you as observers to this public meeting. You are reminded this meeting is for the deliberations of the Board of Trustees, in contrast to a public hearing where members of the district are encouraged to participate. Unless invited by the President to speak, observers are requested not to interrupt the meeting in order that the concerns of the Library may be attended to efficiently. If the President recognizes you, please state your name & address and direct your remarks to the Board of Trustees.*

President Anthony Grazzini called the meeting to order at 5:01 p.m.

### **Roll Call**

Secretary Mary Hernandez called roll. The following Trustees were present: President Anthony Grazzini, Trustee Rosemarie Esposito, Vice-President Mario Castaneda, Trustees Alfonso Vega, Rosalba Raygoza, Omar Manouzi and Secretary Mary Hernandez. Also present were Library Director Sandra Tomschin, Library Board Attorney Matt Byrne and Recording Secretary Maria Salinas.

The Pledge of Allegiance was recited.

### **Minutes**

Secretary Hernandez made a motion to accept and place on file the May 5, 2025 Special Meeting Open Session Minutes as presented. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.



Trustee Esposito made a motion to accept and place on file the May 12, 2025 Regular Meeting Open Session Minutes as presented. Secretary Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Bills**

Trustee Vega made a motion to approve and pay the June 2025 bills as presented and place on file. Trustee Manouzi seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Salaries**

Secretary Hernandez made a motion to approve and pay the May 2025 salaries as presented and place on file. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Administrative Director's Report**

Library Director Sandra Tomschin reported the following updates.

#### **Administrative**

- New employees were hired for the Youth Services and Reference Department, along with a part-time assistant. There is still an opening in the Circulation Department, but are finally moving towards being fully staffed. Thanked the Trustees for their support.
- Positive feedback was received for the Mother's Day planting class. There was expressed interest from adults and kids wanting to volunteer to water the plants.
- The 2023 Audit will begin shortly, the engagement letter sent by the town has been executed.
- In the process of patiently waiting to hear about the 2025 Per Capita Grant Awards. The application was submitted in January and although there is uncertainty with library funding, we are optimistic our funding will be extended.
- In view of board meetings not scheduled in July and August, there was an item for the Library Director to approve all payroll and monthly bills during this time.



## Programs

- The clean-up event at the library was a huge success! There were so many eager volunteers who assisted in planting the perennial plant in the garden spaces. Most volunteers stayed and participated in the Mother's Day planting class as well. Giselle is doing a great job growing the Garden Club.
- There were a record number of participate in the Summer Reading Kick-Off event! Congratulations to Linda and her staff and all the employees that helped make it the best event ever! It was nice to see the Trustees come out and support these programs. Our patrons and employees appreciate when leadership pitches in support. We were also thankful to District 99 for helping to promote the program.
- Employee In-Service was Friday, June 6, 2025. An update will be provided at the September board meeting.
- Reminders for the summer programming will be sent out.

Library Director Tomschin asked the Board if they had any questions. They indicated none.

Trustee Vega made a motion to accept the Library Director's Report as presented and place on file. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

## Department Reports

Secretary Hernandez made a motion to accept the reports for the Circulation Department for the month of May 2025 as presented and place on file. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Trustee Vega made a motion to accept the reports for the Technical Services Department for the month of May 2025 as presented and place on file. Trustee Manouzi seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Secretary Hernandez made a motion to accept the reports for the Reference Services Department for the month of May 2025 as presented and place on file. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President



Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Trustee Esposito made a motion to accept the reports for the Youth Services Department for the month of May 2025 as presented and place on file. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Vice-President Castaneda made a motion to accept the reports for the Makers Space Department for the month of May 2025 as presented and place on file. Secretary Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Trustee Vega asked about the difference in attendance for the story time programming. Secretary Hernandez said a story reader was hired and she dresses to the book that she reads. President Grazzini noted the story reader is passionate in reading the stories and noted it has also been more promoted.

### **Correspondence**

There was none to report.

### **Unfinished Business**

There was none to report.

### **New Business**

#### **Authorize Director to approve July and August 2025 Bills**

Secretary Hernandez made a motion to Authorize Director to approve the July and August Bills. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

#### **Authorize Director to approve June and July Salaries**

Trustee Esposito made a motion to Authorize Director to approve the June and July Salaries. Trustee Raygoza seconded the motion. Roll call: All Trustees present voting



aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Public Comments**

Trustee Manouzi attended the summer reading event last Monday and gave kudos to Library Director Tomschin and her staff for doing a fantastic job!

### **Adjourn into Executive Session**

Trustee Raygoza made a motion to adjourn into Executive Session at 5:13 p.m. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c) (11).

### **Adjourned from Executive Session**

Trustee Vega made a motion to adjourn from Executive Session at 6:09 p.m. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Reconvened to Open Session**

Trustee Esposito made a motion to reconvene to Open Session at 6:09 p.m. Trustee Manouzi seconded the motion. Roll call: All Trustees present voting aye: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

### **Informational Item**

President Grazzini announced that the next regularly scheduled Board Meeting would be held on Monday, September 8, 2025 at 5:00 p.m. at the Cicero Public Library.



### **Adjourn Meeting**

Trustee Vega made a motion to adjourn the meeting at 6:10 p.m. Vice-President Castaneda seconded the motion. Roll call: All Trustees present voting aye: All Trustees present voting aye: President Grazzini, Trustee Esposito, Vice-President Castaneda, Trustees, Vega, Raygoza, Manouzi and Secretary Hernandez. Nays: None. Motion carried.

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Secretary