



MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES
OF THE CICERO PUBLIC LIBRARY HELD AT THE
CICERO PUBLIC LIBRARY ON
MONDAY, OCTOBER 13, 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, Trustees Rosemarie Esposito, Omar Manouzi and Secretary Mary Hernandez. Absent: Vice-President Mario Castaneda, Trustees Rosalba Raygoza and Alfonso Vega. 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 September 8, 2025 Regular Meeting Open Session Minutes as presented. Trustee Esposito seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustees Esposito, Manouzi and Secretary Hernandez. Nays: None. Absent: Vice-President Castaneda, Trustees Raygoza and Vega. Motion carried.

Bills

Trustee Esposito made a motion to approve and pay the October 2025 bills as presented and place on file. Secretary Hernandez seconded the motion. Roll call: All Trustees present voting aye: All Trustees present voting aye: President Grazzini, Trustees



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

Salaries

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

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

Administrative Director's Report

Library Director Sandra Tomschin reported the following updates.

Outreach

- The library participated in the Mexican Independence and Houby Parades.
- Harry Potter event was a huge success!
- Annual Pet Parade was on Saturday, October 11th, all participants and “furry” patrons were happy to be part of this successful event!
- Aquarium is becoming very popular with parents and children watching the fish swim. The library is happy to have this new feature in the Youth Services Department.
- The Garden to Table Tea Class was cancelled due to an employee illness, but it was rescheduled and made part of the Senior Craft Class.
- The library hosted Morton High School District 201 administrators for one of their administrative meetings. At the meeting, an overview of the library was showcased and the staff was also provided a tour of the library.

Administrative

- Groundbreaking for the E.V. Charging Stations will be on October 16, and will plan for a group picture. Cook County provided this to 15 municipalities and this groundbreaking will be the first ever for Cook County.
- The new flooring has been installed in the Youth Services Computer Lab and the Youth Services Craft Room.
- The new computers were purchased with the Technology Grant for the Youth Services Computer Lab.
- The auditors are in the process of completing the 2023 audit and have already started preparing for the 2024 audit



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

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

Department Reports

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

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

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

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

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

Correspondence

There was none to report.



Unfinished Business

There was none to report.

New Business

Approval of Staff Travel and Registration for the ALA and the Guadalajara International Book Fair from November 29 to December 5, 2025, in Guadalajara, Jalisco Mexico.

Trustee Esposito made a motion to approve the Staff Travel and Registration for the ALA and the Guadalajara International Book Fair from November 29 to December 5, 2025, in Guadalajara, Jalisco Mexico. Trustee Manouzi seconded the motion. Roll call: All Trustees present voting aye: All Trustees present voting aye: President Grazzini, Trustees Esposito, Manouzi and Secretary Hernandez. Nays: None. Absent: Vice-President Castaneda, Trustees Raygoza and Vega. Motion carried.

Public Comments

There was none to report.

Adjourn into Executive Session

There was no need for an Executive Session.

Informational Item

President Grazzini announced that the next regularly scheduled Board Meeting would be held on Monday, November 10, 2025 at 5:00 p.m. at the Cicero Public Library.

Adjourn Meeting

Secretary Hernandez made a motion to adjourn the meeting at 5:12 p.m. Trustee Manouzi seconded the motion. Roll call: All Trustees present voting aye: President Grazzini, Trustees Esposito, Manouzi and Secretary Hernandez. Nays: None. Absent: Vice-President Castaneda, Trustees Raygoza and Vega. Motion carried.

Secretary