

# **VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES**

**Location: Villa Park Public Library (Board Room)**

**Regular Meeting / Agenda**

**December 29, 2025 @ 7:00 p.m.**

**Revised**

Roll Call and Establishment of Quorum  
Public Participation  
Introduction of Visitors  
Discussion of Revisions and Amendments to Agenda  
Approval of the Minutes of the November 24, 2025 Library Board Meeting <V>  
Approval of the Minutes of the December 22, 2025 Finance Meeting <V>  
Report of the Board President  
Committee Reports  
Treasurer's Report  
Approval of bills/check register for December 2025 in the amount of \$120,037.00 <R>  
Financial Reports  
RAILS News/Legislative Update/Professional Development  
Report of the Friends of the Library Liaison  
Report of Gifts and Programs Sponsorships  
Correspondence / Letters to Departing Staff Members & Thank You Letters  
Library Director's Report

## **New Business:**

*Approval of Three-Year Agreement with Complete Cleaning Company of Wood Dale, Illinois for Custodial Services.* After receiving three proposals, staff would recommend the Board approve an agreement with Complete Cleaning for three years to start February 1, 2026. (Year 1: \$49,260; Year 2: \$50,520; Year 3: \$51,780) <R>

*Approval of Bid Package, Option 3 in the amount of \$543,587.* <R> The bid opening was held on December 16 at 1 p.m. SMC Construction Services tabulated the bids and provided three options based on the alternates. The Committee reviewed the three options and would recommend approving Option 3, which will include new snow melt, plaza update, new study room, new door to the outside youth area and first floor service desk relocation.

## **Unfinished Business:**

*Application for Per Capita Grant and Illinois Public Library Standards and 2024 Per Capita Grant Expenditure Report*

Planning of Future Meetings  
Around the Table/Library Trustees' Reports  
Adjournment <V>

<V> = Voice Vote <R> = Roll Call Vote

The Villa Park Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Library Director at (630) 834-1164 promptly to allow the Library to make reasonable accommodations for those persons.