VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES
Special Meeting
Villa Park Public Library
Minutes
October 24, 2026 @ 9:30 am
Board Room

Call to Order: President Luebker called the special meeting of the Villa Park Public Library Board of Trustees to order at 9:37 am

Trustees Present: Deborah Canale, Jennifer Hovanec, Laura Leishman, Dianne Luebker, Erin Payton

Trustees Absent: Mark McCleary

Also Present: Sandra Hill, Library Director; Matt Matkowski, Recording Secretary; Teresa van Oort, Board of Trustees Appointee

Seat New Board Member and Administer Oath of Office: Van Oort took the oath of office and was seated as a member of the Board of Library Trustees.

Introduction of Visitors: None

Discussion of Revisions and Amendments to Agenda: President's Report and Library Director's Report were added to the agenda.

Public Participation: No public participation occurred.

Introduction of Visitors: No visitors were in attendance.

Report of the Board President: Luebker welcomed van Oort to the Board and reported that the ribbon cutting for the Story Stroll at North Terrace Park went well yesterday.

Correspondence: None

Letters to Departing Staff Members & Thank You Letters: A letter to departing staff member Lexie Cotterill was signed and will be sent.

Director's Report:
Hill reported updates on the process of adding the two-year unexpired term to the ballot for the April 2027 election. Hill reported updates on the Village health insurance plan. Hill reported developments to Village staffing.

New Business:
Review Employee Handbook Policies: The board reviewed proposed employee handbook policies 400-460 and marked them for approval, with the exceptions of policies 416, 438, 457, and 460, which will be further refined.

[Payton departed at 10:57 am]

Planning of Future Meetings: The next regular Library Board meeting will be held on Wednesday, October 28, 2026 at 7:00 pm. The check register will be reviewed by Canale and Leishman on October 27, 2026. Committee meetings will be scheduled as needed.

Around the Table: Leishman reported she will be enjoying a week off from work this week and that the Big Cheese fundraiser for the Friends is coming up. Hovanec reported that her library hosted an author event with Jarrett Dapier and that her nephew played a great game of high school playoff football. Van Oort reported she will be attending a work conference next week. Hill reported she will be taking off the next couple of Mondays and that people should visit the Anne Frank exhibit at the Museum of Science & Industry. Matkowski reported he is also off this coming Monday. Luebker has her fingers crossed that her brother will recover from surgery and reported that her grandson made the A basketball team.

Adjournment: Leishman moved to adjourn. Canale seconded. Motion carried on a voice vote. The meeting of the Board of Trustees of the Villa Park Public Library adjourned at 11:23 am.

Respectfully submitted,

Matt Matkowski
Recording Secretary