

**Fox River Valley Public Library District  
Board of Trustees Meeting  
December 16, 2025**

**MINUTES**

**Call to Order**

The meeting was called to order by President Kristina Weber at 7:00 PM. All present rose to recite the Pledge of Allegiance.

**Roll Call**

Members Present:	President	Kristina Weber
	Vice President	Matt Goyke
	Secretary	Dan Wisniewski
	Treasurer	Tara Finn
	Trustee	Melissa Iwinski
	Trustee	Paula Lauer
	Trustee	Chris Evans

Members absent: None

Others present: Executive Director Kristi Howe, Heather Zabski, Keri Carroll, Deanna Roy, Corinne Vargas, John Sabala, Heather Ji, Brittany Berger, Sam Bunte, Ward Sparks, Carolyn Sparks, and Greg Lamp – Lamp Incorporated Inc.

**Public Comment**

No public comment

**President's Report**

Trustee Finn attended the 2025 Legislative Luncheon and was asked by Weber to share her experience.

**Director's Report**

Director Howe spoke briefly about the All-Staff meeting that was held in November. There were no questions about the *Administrative Report*.

**CONSTRUCTION BIDS**

Greg Lamp from Lamp Incorporated, INC. attended the meeting to answer questions from the Board. Director Howe spoke about the bids that were received during the open bid meeting that was held at the Fox River Valley Library on December 11<sup>th</sup>. Howe also gave details regarding the budget for the project, that also included examples of parts of the job that could be removed without compromising the integrity of the work. There was some discussion about the difference in costs between the contractors.

**Consent Agenda**

**Exhibit A.1** Items to be included in Consent Agenda

- A.1.a Minutes from the November 18, 2025 Board of Trustees Meeting
- A.1.b Check/Voucher Register for November 2025
- A.1.c Monthly Financial Report for November 2025
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.e Revenue Summary – All Funds Combined by Period
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for November 2025
- A.1.j Ehlers Investment Inventory for November 2025

Weber asked Secretary Wisniewski to read aloud the items included on the Consent Agenda. Weber then inquired if there were any items Trustees would like removed for further discussion. Hearing none, she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.a THROUGH A.1.j AS PRESENTED*. Moved by Finn and seconded by Goyke; Weber called for a roll call vote.

Roll Call Vote: 7 ayes – Evans, Finn, Goyke, Iwinski, Lauer, Wisniewski, Weber, 0 nays. Motion carried.

### **Unfinished Business**

There was no Unfinished Business.

### **New Business**

#### **Exhibit C.1 Library Standards – Review and Discussion Only**

Each year, the Library Board must review the state-prescribed public library standards and the status of the Library in meeting these standards. Director Howe led discussion and solicited feedback from Trustees. Given the release of new standards in late 2025, the Library Director and Board agreed that staff should be proud of their efforts and were pleased to see how the Library measured up. A couple of areas for improvement were noted as Trustees completed their review.

#### **Exhibit C.2 Per Capita Grant Application**

Weber called for a motion to *AUTHORIZE LIBRARY ADMINISTRATION TO SUBMIT THE PER CAPITA GRANT APPLICATION ON BEHALF OF THE LIBRARY BOARD*. Moved by Evans and seconded by Goyke, item opened for discussion. There was no comment. Weber called for a roll call vote.

Roll Call Vote: 7 ayes – Evans, Finn, Goyke, Iwinski, Lauer, Wisniewski, Weber, 0 nays. Motion carried.

#### **Exhibit C.3 Construction Bids**

Weber called for a motion to *AUTHORIZE THE LIBRARY DIRECTOR TO WORK WITH LAMP, INC. TO EXECUTE CONTRACTS WITH THE SELECTED BIDDERS FOR GENERAL TRADES, ROOFING, ALUMINUM/GLASS/GLAZING, HVAC, AND ELECTRICAL, INCORPORATING ALTERNATES 1-4, AS PRESENTED*. Moved by Goyke and seconded by Finn; item opened for discussion. There was no discussion; Weber called for a roll call vote.

Roll Call Vote: 7 ayes – Evans, Finn, Goyke, Iwinski, Lauer, Wisniewski, Weber, 0 nays. Motion carried.

### **Adjournment**

Weber inquired if there were any topics Trustees wished to address in the future. There being no further business, Weber called for a motion to ADJOURN. Moved By Finn and Seconded by Evans. Weber called for a roll call vote.

Roll Call Vote: 7 ayes – Evans, Finn, Goyke, Iwinski, Lauer, Wisniewski, Weber, 0 nays. Motion carried.

Meeting adjourned at 7:38 pm

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Dan Wisniewski, Secretary