Plainfield Public Library
BOARD OF TRUSTEES

Minutes of the Regular Meeting, May 28, 2026
11:02 a.m.
Held as a hybrid meeting Room 5 or Zoom

1. ROLL CALL

Cynthia Slade (President), Donald Brown (excused), Inez Durham (excused), Patricia Fleming, Joanne Macaluso, Carlos Ramirez, Marianne Tankard (abs)

Guests: Kimmera Jones and Dr. Nazir, City of Plainfield, Dept. of Health, Nick from Test & Go (Kiosk Vendor)

2. OPEN PUBLIC MEETINGS ACT

The notice requirements of the Open Public Meetings Law were satisfied by notification to the press and by notices posted as required in accordance with the provisions of Public Law 1975, Chapter 231.

2a. Guest report - Kimmera Jones

- Report of Test and Go Health Kiosk – initiative of the Health Department. Free resources to the community. Variety of health resources such as pregnancy tests, condoms, Narcan, feminine products, gloves, socks, etc.
- Paid for by the Health Department.
- What does it look like? Size of a vending machine. Wrap will be customized for the City.
- Can it be removed if we decide after a while that we no longer want to participate?
- Was there community follow-up in the locations where it has been used? Other municipalities have had it for a couple of years. Is there negative or positive feedback. As far as the community it has been positive. There was a question about feedback from the churches but there was no feedback on that part of the community.
- Items can be customized by location in case there is negativity concerning a specific item
- It is anonymous so the users are not recorded in any way.
- Advertising done by the city and the company.
- What is the safeguard that one person can not remove all of an item?
- Concerns over age requirement.
- Library choses the items to include in the Library kiosk.
- Board requested a listing of items that can be included.
- Health Department is requesting a partnership with the Library on this and hopefully other health related issues.
- Ability to remotely monitor the kiosk in order to update stock and check that the machine is running smoothly
- All liability is held by the Health Department.
- There is a way to get emergency access to Narcan.

NOTE: Please call the Administrative Office ***(757-2305)***

1. To notify of intended absence from meeting; and/or
2. For detailed information on any disbursements.

- The plan was to place the kiosk at the Library and the Fire Department at the same time the date is June 30.
- How much lead time do they need to place the kiosk.
- The kiosk can be removed if the Board decides the kiosk is too controversial for Library and community users.
- Cynthia would like the kiosk placed in a new location, not where the Red Box was located.

3. MINUTES

Motion to accept the minutes of the Regular Meeting, April 23, 2026 **(could not vote, lack of quorum)**

- March minutes had a question about the financial requirements of the oil rights contract as opposed to the letter of agreement. The Board questioned the wording and the explanation made by Scott at the meeting. Mary Ellen said she would ask Scott to explain the issue to the Board, especially Pat.

4. PRESIDENT'S REPORT

- Updates from the President – Since we have not had a quorum for the last 2 meetings Cynthia will look at the by-laws and see if changes need to be made to expand the size of the Board. Cynthia will also look into speaking to the Acting Superintendent about who could be chosen as the school representative.
- Cynthia also suggested that we get a Board member with a financial background.
- Reilly updates have been rescheduled to June

5. SECRETARY'S REPORT – no report

6. TREASURER'S REPORT

- **REVIEW OF MONTHLY DISBURSEMENTS.**
  Motion to approve the City and Library disbursement reports for April 2026: **(could not vote, lack of quorum)**
  Short discussion about when the budget will be decided and what the procedure would be for approval. Also discussed was the incremental payments as we wait for the new budget to be approved.
- **REVIEW OF FINANCIAL STATEMENTS & EXPENSE DETAIL REPORTS** *(Financial reports do not require a vote. The chair announces that they will be filed for audit.)*
  - Board would like a note giving the status of each of our grants to be added to the Expense Detail Reports
- **REVIEW OF REILLY FINANCIAL LLC INVESTMENT REPORTS –** *File for audit. Portfolio balance as of April 30, 2026 reported by Reilly Financial, LLC. Available by request in Administration.*

7. DIRECTOR'S REPORT - Refer to written report sent with packet

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- Cynthia wished Claudia much success in her new role as Director of Roselle Library. We will all miss her.
- Issues concerning Claudia's replacement were halted for a later discussion in Executive session.

8. COMMITTEE REPORTS – no new reports

- Finance Committee
- Building and Grounds Committee
- Personnel Committee
- Nominations Committee

9. OLD BUSINESS

- Construction update – no new report other than Director's report.
- Grand opening event – report at Friday meeting.
- 4th of July – we are short on the number of staff members for the parade. However, we will participate. Claudia will submit contracts by the end of the week. Elizabeth Smith, the Department Head for Youth Services, will be in charge since Claudia's last day is June 13. Friends and relatives can also be on the float. We can do a drawdown if we need to for cash for the event.
- Conflict of Interest – Every member must sign – those missing will sign at next meeting.

10. NEW BUSINESS

- Health Items Kiosk (City of Plainfield) – Kimmera Jones will answer questions (see Special Guest report)
- Evaluations for Director – due from July 1, 2026 to June 30, 2027

11. COMMUNICATIONS FROM BOARD MEMBERS - None

12. PRIVILEGE OF THE FLOOR

- Andrew Luck sat in as a spectator
- He spoke a bit about some of the Library Adult Service initiatives

13. ADJOURNMENT at 12:25 pm to: June 25, 2026. MSC: CS/CR

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