

Regular Board Meeting
July 21, 2022
Minutes

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:00 p.m. by Michael Duebner, President.

2. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Brian Gilligan, Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan

Absent: None

Staff Present: Karen Almeleh, Cathleen Blair, Jo Broszczak, Christine McKinley, Su Reynders

Visitors: Don Shaw, Lauterbach & Amen, LLP

3. President's Report

President Duebner recommended moving the President's Report agenda item to occur before the presentation of the Audit agenda item, and there were no objections from the Board. President Duebner thanked the auditors and staff for all their hard work.

4. 2021 Audit Presentation – Don Shaw, Lauterbach & Amen, LLP

Don Shaw with Lauterbach & Amen, LLP presented the 2021 Audit to the Board and answered questions. He stated that the audit was "clean" again this year and thanked staff for their support during the audit.

5. Public Comment

There was no public comment.

6. Consent Agenda

- a. Minutes of Regular Board Meeting of June 16, 2022
- b. June 2022 Bills and Financial Reports
- c. Closure of Library on Friday, November 4, 2022, for Staff In-Service Day

Motion was made by Trustee Haas and seconded by Trustee Bass to establish the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

Motion was made by Trustee Groenwald and seconded by Trustee Haas to approve the Consent Agenda as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

7. Second Quarter Financial Review

Finance Manager Christine McKinley reviewed the second quarter of 2022 revenue and expenditures and answered questions. She reported that the second installment Cook County property taxes may be delayed up to six months but noted that the library is in a good financial position.

Director Reynders reported the library will no longer charge a fee for patrons to fax documents using the SimpleScan system.

8. Executive Director Report

a. One Book, One Village Presentation – Cathleen Blair

Fiction/AV/Teen Assistant Department Head Cathleen Blair gave a presentation on the very first One Book, One Village library event coming this fall. Cathleen provided a timeline of programming opportunities to discuss the featured title, *The Other Americans* by Laila Lalami.

Several of the Trustees expressed enthusiasm on this engaging community event and believe this will be very popular. Director Reynders thanked the Friends of the Library for sponsoring this special event.

b. June 2022 Library Activity Report

Director Reynders reported that the June circulation statistics were the highest recorded in the past seven years. She stated that implementation of the Strategic Plan will begin and will provide a monthly progress report to the Board.

Trustee O'Sullivan reported that she enjoyed attending the 50-Minute Outdoor Hamlet presented by The Shakespeare Project of Chicago. She also thanked the staff for the monthly library report.

9. Trustee Reports and Comments

Trustee Haas attended the Foundation Board meeting on June 27. She reported that the Foundation will be doing a fall raffle. Also, the Foundation held their 2022-2023 officer elections: Gail Bajkowski, President; Burt Schultz, Vice President; and Suzie Townsend, Treasurer.

Trustee Fulk mentioned that the Friends Summer Book Sale is July 30 and 31 and encouraged the Board to stop by. Sylvia Fulk reported that she attended Jackie Hinaber's remembrance event on July 9.

10. Upcoming Meetings and Events Calendar

- a. No Foundation Board Meeting held in July
- b. Committee of the Whole Meeting – August 4 – recommend canceling
- c. Regular Board Meeting – August 18
 - i. Preliminary 2022 Levy Discussion
- d. Foundation Board Meeting – August 22 – Open

11. Adjournment

Motion was made by Trustee Haas and seconded by Trustee Groenwald to adjourn the Regular Board meeting at 8:22 p.m. Voice vote carried.



Kristine O'Sullivan, Secretary

Approved as submitted 08/18/2022