

**Regular Board Meeting
March 17, 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 7:02 p.m. by Michael Duebner, President.

2. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Brian Gilligan [arrived at 7:33 p.m.], Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan
Absent: None
Staff Present: Anne Belden, Jo Broszczak, Su Reynders
Visitors: Jeff Barmueller with North Shore Sign, Mary Grace Crowley-Koch, Ron Crowley-Koch, Steve Zalusky

3. Public Comment

Ron Crowley-Koch, resident of Mount Prospect, holds a short story Book Club at the Main Library on Tuesdays every other month and asked to be included on the calendar program listing.

4. President's Report

President Duebner asked the entire Board to complete their "elevator speech" to be discussed at the April 21 Regular Board meeting.

5. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of February 17, 2022
- b. Approve February 2022 Bills and Financial Reports

Motion was made by Trustee Haas and seconded by Trustee Fulk to establish the Consent Agenda as presented. Voice vote carried.

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

6. Presentation and Approval of Bid for Outdoor Electronic Sign

Director Reynders explained the Outdoor Electronic Sign project was originally scheduled for the fall of 2021, but due to a variety of reasons the project was moved to 2022. The public bid opening meeting was held on March 15, and the project was awarded to North Shore Sign.

Jeff Barmueller with North Shore Sign said that he is honored to work with the library and to be awarded the project. He explained the targeted completion date for the project is May and that North Shore will take care of the permits and details for the new outdoor sign.

Trustee Duebner thanked staff for their work on this project.

Motion was made by Trustee Haas and seconded by Trustee Bass to approve the bid for the Outdoor Electronic Sign for \$39,700 to North Shore Sign as presented. Roll Call Vote: AYES: Bass, Duebner, Fulk, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Gilligan. ABSTAIN: None. Motion carried.

7. Strategic Plan Update

Director Reynders reported the Strategic Planning process is going well and explained the various survey distribution methods including postcards to all households, e-newsletter, survey available on the website, and printed surveys at Main Library and South Branch. Additionally, 15% of random households received a printed survey mailing that included a self-addressed stamped envelope. In addition, targeted invitations have been sent out for the various Focus Groups sessions in March.

Trustees Bass, Duebner, Fulk, and O'Sullivan will attend the Strategic Plan Retreat on Monday, April 25 from 2-8 p.m.

8. Executive Director Report

Director Reynders reported that the State of the Village Chamber Annual Meeting will be held on Thursday, April 7 at 7:30 a.m. at the Old Orchard Country Club and asked if any Trustees wanted to attend. Trustee Haas expressed interest in attending this breakfast.

Director Reynders stated that the Statement of Economic Interest form needs to be completed by May 1.

9. February 2022 Library Activity Report

Trustees reviewed the February 2022 Library Activity Report. Trustee O'Sullivan commented on the social media increase by over 200% in February.

10. Trustee Reports and Comments

Trustee Groenwald attended the Foundation Board meeting on February 28. She reported that four baskets for raffle ticket purchase are on display in the lobby. Trustee Fulk shared her enthusiasm on the wonderful raffle baskets on display and encouraged to support the Foundation in their efforts.

11. Upcoming Meetings and Events Calendar

- a. No Foundation Board Meeting held in March
- b. Village Board Meeting, National Library Week proclamation – April 5 – M. Duebner
- c. Committee of the Whole Meeting – April 7 – Canceled
- d. Regular Board Meeting – April 21
- e. Strategic Plan Retreat – Monday, April 25 2:00 – 8:00 p.m.
- f. Foundation Board Meeting – April 25 – open

12. Closed Session

As pursuant to 5 ILCS 120/2 (c) (21), discussion of minutes [and recordings] of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Motion was made by Trustee Fulk and seconded by Trustee Gilligan to adjourn to closed session at 7:46 p.m. Roll Call Vote: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

13. Reconvene Open Session

Open session was reconvened at 7:49 p.m.

Motion was made by Trustee Fulk and seconded by Trustee Haas to approve and release the closed minutes of January 21, 2021; and approve and not release the closed minutes of June 17, 2021, July 15, 2021, September 2, 2021, and October 7, 2021. Voice vote carried.

Motion was made by Trustee Fulk and seconded by Trustee O'Sullivan to destroy the verbatim recordings from previously closed sessions held no earlier than 18 months after the completion of the meeting and the written minutes have been approved by the Board of Trustees. Voice vote carried.

14. Adjournment

Motion was made by Trustee Fulk and seconded by Trustee Gilligan to adjourn the Regular Board meeting at 7:55 p.m. Voice vote carried.



Marie A. Bass, Secretary

Approved as submitted 04/21/2022