

Regular Board Meeting
July 15, 2021
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, Rosemary Groenwald, Sylvia Haas, Kristine O’Sullivan

Absent: None

Staff: Karen Almeleh, Jo Broszczak, Carla Peterson, Su Reynders, Suzanne Yazel

Visitors: Michael Del Valle, Lauterbach & Amen, LLC

3. 2020 Audit Presentation – Michael Del Valle, Lauterbach & Amen

Prior to the audit presentation, Trustees and Director Reynders recognized Business Manager Carla Peterson for her dedication and hard work during her 24-year tenure at the library.

Michael Del Valle with Lauterbach & Amen, LLC presented the 2020 Audit to the Board and answered questions. He stated that the audit was “clean” again this year and recognized staff for the good management of the library’s finances throughout the year, as well as their support during the audit.

4. Public Comment

None.

5. President’s Report

President Duebner provided statistics on electronic media usage versus print. Trustees discussed the individual photographs in the lobby and agreed that either a group shot or an individual shot showcasing a favorite book is preferred. Director Reynders will work with staff and Trustees to schedule a photo session.

6. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of June 17, 2021
- b. Approve June 2021 Bills and Financial Reports
- c. Approve bid for Room A AV Technology Update
- d. Approve regular closure of library on Friday, November 5, 2021 for Staff In-Service Day

Motion was made by Trustee O’Sullivan 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, Gilligan, Groenwald, Haas, O’Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

7. Second Quarter Financial Review

Director of Business Operations Karen Almeleh presented the Second Quarter Financial review and answered questions. Director Reynders stated that pursuant to the 2021 goals, some adjustments would be made to increase spending on Library of Things, developing a Hot Picks collection, Hoopla, and programs. Trustees agreed that the Director has spending authority within the approved budget.

8. Brand Refresh Update – Logo Presentation

Director Reynders presented the new logo as part of the brand refresh project and reported that next steps will be to finalize the voice and visuals, then create the style and identity guides and templates.

9. Executive Director Report

Director Reynders reported that the Friends had a successful outdoor book sale and are now cleaning and organizing their space in order to resume taking donations from the community.

10. June 2021 Library Activity

Trustees reviewed the June 2021 library activity report.

11. Trustee Reports and Comments

Trustee Haas attended the June 28, 2021 Foundation Board meeting and reported that they have decided to hold a mini golf event in late 2022.

Trustee Groenwald reported that a patron would like to have chairs suitable for shorter people.

Trustees agreed to hold the first meeting of the Outreach Committee on Thursday August 5, 2021 at 7:00 p.m. The primary agenda items will be to establish the charge of the committee and discuss action items.

12. Upcoming Meetings and Events Calendar

- a. Outreach Committee – August 5 at 7:00 p.m.
- b. Regular Board Meeting – August 19
 - i. Preliminary 2021 Budget and Levy discussion

13. Executive Session

Motion was made by Trustee O’Sullivan and seconded by Trustee Fulk to adjourn to closed session per 5 ILCS 120/2 (c) (1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body at 8:33 p.m. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gilligan, Groenwald, Haas, O’Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

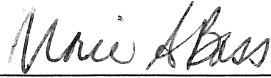
14. Reconvene Open Session

Open session was reconvened at 8:44 p.m.

Mount Prospect Public Library
Board of Library Trustees
10 S. Emerson Street | Mount Prospect, IL 60056

15. Adjournment

Motion was made by Trustee O'Sullivan and seconded by Trustee Gilligan to adjourn the regular meeting at 8:45 p.m. Voice vote carried.



Marie Bass, Secretary

Approved as submitted 08/19/2021