

Regular Board Meeting  
October 20, 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, Anne Belden, Jo Broszczak, Tom Garvin, Christine McKinley, Suzanne Yazel

Visitors: None

3. Public Comment

There was no public comment.

4. President's Report

No report.

5. Consent Agenda

- a. Minutes of Regular Board Meeting of September 15, 2022
- b. Minutes of Personnel Committee Meeting of October 6, 2022
- c. September 2022 Bills and Financial Reports
- d. Approve 2023 Library Hours and Holidays
- e. Approve Executive Director salary of \$139,640 effective January 1, 2023 per the recommendation of the Personnel Committee
- f. Award bid for Building Automation Retrofit (vendor and amount will be provided at the meeting)

President Duebner recommended to remove Agenda Item d from the Consent Agenda for a separate discussion and Agenda Item f be removed since the information was not available at this time and the Board agreed.

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

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

The Board discussed the 2023 Library Hours and Holidays. Trustees agreed on the updated weekend hours and additional holiday closure; to close at 5:00 p.m. on Thanksgiving Eve.

Motion was made by Trustee Fulk and seconded by Trustee Bass to approve the MPPL Hours and to close at 5:00 p.m. on Thanksgiving Eve as presented. Voice vote carried.

6. Third Quarter Financial Review

Finance Director Christine McKinley reviewed the third quarter of 2022 revenue and expenditures and answered questions. She reported that the second installment Cook County property tax bills are expected to arrive around Thanksgiving with an estimated due date of December 31, 2022. Christine noted that the library is in a good financial position.

7. Executive Director Report

Trustees reviewed the Standards for Illinois Public Libraries checklists as part of the Per Capita Grant requirements. Deputy Director Anne Belden stated we meet the majority of these standards, and work has begun on the few areas that the library does not meet.

Anne Belden reported that all staff have had the opportunity to provide feedback to the architects on the Master Facility Plan project. She mentioned that the Board will have the opportunity to provide their input at the November 3 Committee of the Whole meeting.

8. Trustee Reports and Comments

Trustee Groenwald attended the Foundation Board meeting on September 26 and reported that the Foundation is holding a fall raffle. The Foundation Board discussed bringing back the Mini Golf event in 2023.

9. Upcoming Meetings and Events Calendar

- a. October 24 – Foundation Board Meeting – Sylvia Haas
- b. November 1, 7:00 p.m. – Village Final Levy Reading
- c. November 3, 7:00 p.m. – Committee of the Whole Meeting – Master Facility Plan
- d. November 4 – Library Closed for Staff In-Service Day
- e. November 15, 7:00 p.m. – Accept Teddy Bear Walk Proclamation from Village
- f. November 17, 7:00 p.m. – Regular Board Meeting

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

- i. Recognize significant employee and volunteer anniversaries
- ii. Approve Per Capita Grant application
- iii. Review resource-sharing consortium recommendation
- iv. Review of Personnel Policies
- v. Review of closed meeting minutes and recordings
- g. November 28 – Foundation Board Meeting – Open
- h. December 1– Committee of the Whole Meeting – Cancelled

Trustee Groenwald volunteered to attend the November 1 Village Final Levy Reading. Trustee O’Sullivan volunteered to accept the Teddy Bear Walk proclamation at the November 15 Village Board meeting.

10. Adjournment

Motion was made by Trustee Fulk and seconded by Trustee Groenwald to adjourn the Regular Board meeting at 7:43 p.m. Voice vote carried.



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Kristine O’Sullivan, Secretary

Approved as submitted 11/17/2022