

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

Regular Board Meeting
July 20, 2023
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 7:01 p.m. by Kristine O'Sullivan, Vice President.

2. Roll Call

Present: Mary Anne Benden, Sylvia Fulk, Brian Gilligan [via Zoom], Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan

Absent: Marie Bass

Staff Present: Anne Belden, Jo Broszczak, Su Reynders

Visitors: Jamie Rachlin, Meristem Advisors LLC; Don Shaw, Lauterbach & Amen, LLP; Jerry Peterson

Trustees agreed to allow Trustee Gilligan to join the meeting virtually as per 5 ILCS 120/7.

3. Public Comment

A resident of Mount Prospect made comments regarding a hearing loop system to better accommodate people with hearing aids when attending a program in Meeting Room A.

4. Consent Agenda

- a. Minutes of Regular Board Meeting of June 15, 2023
- b. June 2023 Bills and Financial Reports

Vice President O'Sullivan removed the Structure and Sealants bid award from the consent agenda for a separate discussion and vote.

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

Director Reynders presented the results from the bid opening for the 2023 Structure and Sealants project.

Motion was made by Trustee Groenwald and seconded by Trustee Bender to award the bid to the lowest responsible bidder, Berglund Construction Company, at a combined cost of \$255,000 as presented. Roll Call Vote: AYES: Benden, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: Bass. ABSTAIN: None. Motion carried.

5. 2022 Audit Presentation – Don Shaw, Lauterbach & Amen, LLP

Don Shaw with Lauterbach & Amen, LLP presented the 2022 audit to the Board and answered questions. He stated that the audit was “clean” again this year and thanked staff for their help during the audit.

6. Second Quarter Financial Review

Director Reynders reviewed financial results from the second quarter of 2023. She reported that Cook County has confirmed the second installment property tax bills are planned to go out by November 1 and will be due on December 1.

7. Master Plan Review and Funding

Director Reynders presented the project costs and floor plans for the Master Facility Plan project to the Board. She explained that the library will begin with Project A, which includes the first-floor circulation workroom, to meet the deadline for the CCS consortium set to go live in October 2024. The Board will continue to review the phases and funding options in August and be prepared to decide on Project A no later than September.

Financial Advisor Jamie Rachlin from Meristem Advisors gave a presentation on the library's financial projections and reviewed potential funding options for the Master Facility Plan project.

8. Executive Director Report

- a. June 2023 Library Activity Report
- b. Strategic Plan Update

Director Reynders reviewed the highlights of the monthly library report and strategic plan progress and answered questions. She also led a discussion to revisit interest for a Joint Boards Dinner, and the Library Board expressed their enthusiasm. Staff will send out a survey to the Library Board, Friends Board, and Foundation Board to gauge interest for an event this fall or next spring.

Trustee O'Sullivan thanked staff who participated in the July 4th parade.

9. Trustee Reports and Comments

Trustees Fulk and O'Sullivan assisted at the Friends Book Sale held on July 15-16. Trustee Fulk reported that the book sales were a huge success with the highest grossing sales recorded to date.

Trustee Fulk mentioned that Ed Rechner, a longtime Friends board member recently passed away.

Trustee Haas attended the June 26 Foundation Board meeting and reported that the Board is actively recruiting new members.

10. Upcoming Meetings and Events Calendar

- a. No Foundation Board Meeting held in July
- b. August 3 - Committee of the Whole Meeting - Cancelled
- c. August 17, 7:00 p.m. - Regular Board Meeting
 - i. Preliminary levy discussion; annual review of strategic plan
- d. August 28 - Foundation Board Meeting - Marie Bass

The August 3 Committee of the Whole meeting has been cancelled.

11. Adjournment

Motion was made by Trustee Benden and seconded by Trustee Groenwald to adjourn the Regular Board meeting at 8:28 p.m. Voice vote carried.



Sylvia Fulk, Secretary

Approved as submitted 08/17/2023