

Regular Board Meeting  
November 21, 2024  
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 6:01 p.m. by Marie Bass, President.

2. Roll Call

Present: Marie Bass, Mary Anne Benden, Sylvia Fulk, Brian Gilligan, Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan  
Absent: None  
Staff Present: Elaine Ball, Anne Belden, Jo Broszczak, Kristen Hamilton, Malachi Kohlwey, Mary Anne Longpre, Mary Jane Matecki, Su Reynders, Becca Rutkowski, Jimmy Stefanis, Sydney Stensland, Julie Van Dyck, Anne Wilson, Katharine Wohrstein, Suzanne Yazel  
Visitors: Benjamin Gough and Guest, Hank Matecki

3. Public Comment

There was no public comment.

4. Recognition of Staff and Volunteers

- a. Proclamation – Recognition of significant employee anniversaries

President Bass read aloud the proclamation that recognized the following employees who celebrated significant anniversaries in 2024.

Thirty Years

Mary Anne Longpre  
Jerome Malauskas

Ten Years

Lily Valentin  
Julie Van Dyck

Twenty Years

Mary Jane Matecki  
Anne Wilson  
Katharine Wohrstein

Five Years

Anne Belden  
Emily Cisneros  
Elizabeth Colin  
Kristen Hamilton  
Bridget Meyer  
Susan Reynders  
Rebecca Rutkowski  
Lauren Soroka  
Dimitrios Stefanis  
Suzanne Yazel

Fifteen Years

Elaine Ball  
Polly Gillogly  
Kathleen Szafarz  
Denise Truppa

b. Proclamation - Recognition of library volunteers

President Bass read aloud the proclamation that recognized the following library volunteers who celebrated significant anniversaries in 2024.

Seven Years

Tara Schulz

Five Years

Benjamin Gough

Corrine Strobel

5. President's Report

President Bass met with Director Reynders to discuss and identify goals for her next evaluation period.

6. Consent Agenda

- a. Minutes of Regular Board Meeting of October 17, 2024
- b. October 2024 Bills and Financial Reports
- c. Acknowledge Per Capita Grant Application
- d. Approve Executive Director 4% salary increase effective January 12, 2025 and a one-time \$5,000 bonus per the recommendation of the Personnel Committee.
- e. Approve bid from Crystal Maintenance for cleaning services for \$105,180 for 2025, 2026, and 2027 effective January 1, 2025.

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

7. Strategic Plan 2022-2025 Extension Recommendation

Executive Director Reynders explained that due to the renovation and CCS migration, the Strategic Plan 2022-2025 was put on hiatus during 2024. She recommended that the current plan be extended to June 2027 to allow the completion of the remaining goals and activities.

Motion was made by Trustee Benden and seconded by Trustee O'Sullivan to extend the end date of the current strategic plan from June 2025 to June 2027 as presented. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

8. Executive Director Report

Executive Director Reynders reviewed the highlights of the monthly library report and answered questions. She explained the phases of the Master Facility Plan moving forward and that the next project would be the second floor of the Main facility ("Project B"). She reported that she will bring a recommendation to the Board at the

January 16, 2025 Regular Board meeting to approve proceeding with Project B design in 2025 and construction in 2026.

9. Trustee Reports and Comments

Trustee Haas reported that she held a Meet the Board event on Tuesday, November 19.

Trustee Groenwald attended the October 28 Foundation Board meeting and shared that the Foundation is seeking a volunteer treasurer.

10. 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 O'Sullivan and seconded by Trustee Haas to adjourn to closed session at 6:52 p.m. Roll Call Vote: AYES: Bass, Benden, Fulk, Gilligan, Groenwald, Haas, O'Sullivan. NAYS: None. ABSENT: None. ABSTAIN: None. Motion carried.

11. Reconvene Open Session

Open session was reconvened at 6:53 p.m.

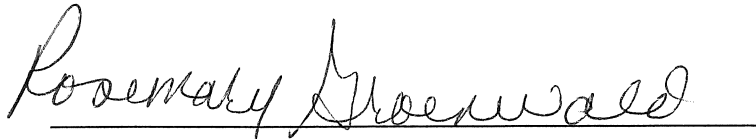
Motion was made by Trustee Benden and seconded by Trustee Groenwald to approve and not release the closed minutes of October 3, 2024, and to destroy the verbatim recordings from previously closed sessions held no earlier than 18 months after the completion of the meeting and the written minutes have been approved by the Board of Trustees as presented. Voice vote carried.

12. Upcoming Meetings and Events Calendar

- a. November 25 – Foundation Board Meeting – Mary Anne Benden
- b. December 3, 7:00 p.m. – Accept Teddy Bear Walk Proclamation from Village
- c. December 5, 6:00 p.m. – Committee of the Whole Meeting – Canceled
- d. December 19, 6:00 p.m. – Regular Board Meeting – Canceled
- e. No Foundation Board Meeting held in December
- f. January 2, 6:00 p.m. – Committee of the Whole Meeting – Canceled
- g. January 16, 6:00 p.m. – Regular Board Meeting
  - i. 2024 Year End Financial Review
  - ii. Approve Village of Mount Prospect Ground Lease Resolution
- h. January 18-19 – Friends Book Sale
- i. January 27 – Foundation Board Meeting - Open

13. Adjournment

Motion was made by Trustee Groenwald and seconded by Trustee Gilligan to adjourn the Regular Board meeting at 6:57 p.m. Voice vote carried.

  
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Rosemary Groenwald, Secretary

Approved as submitted 01/16/2025