

Regular Board Meeting
April 17, 2025
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 6:02 p.m. by Marie Bass, President.

2. Roll Call

Present: Marie Bass, Mary Anne Benden, Sylvia Fulk, Brian Gilligan [arrived at 6:10 p.m.], Rosemary Groenwald, Sylvia Haas, Kristine O'Sullivan
Absent: None
Staff Present: Anne Belden, Jo Broszczak, Malachi Kohlwey, Su Reynders, Suzanne Yazel
Visitors: Two visitors attended

3. Public Comment

A patron voiced concern regarding Executive Order 14238 and expressed support for MPPL and libraries.

4. President's Report

President Bass presented a recommendation for the 2025–2026 slate of officers, which will be voted on at the Regular Board meeting on May 15: President: Kristine O'Sullivan, Vice President: Mary Anne Benden, Treasurer: Brian Gilligan, Secretary: Sylvia Haas.

5. Resolution Honoring Library Trustee Rosemary Groenwald

Trustee Bass read aloud the resolution honoring Library Trustee Rosemary Groenwald.

Trustee Groenwald announced that this board meeting would be her final one, departing earlier than the originally planned May meeting. She expressed deep gratitude for the experience, sharing how much she will miss the library and the colleagues she has worked with.

6. Consent Agenda

- a. Minutes of Regular Board Meeting of March 20, 2025
- b. March 2025 Bills and Financial Reports
- c. Approve bid for 2025 Automatic Doors Replacement Project to Tee Jay Service Company for a cost of \$66,248

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Motion was made by Trustee Fulk and seconded by Trustee Benden 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. First Quarter Financial Review

Finance and Facilities Director Malachi Kohlwey reviewed the first quarter of 2025 revenue and expenditures and answered questions. He reported the library has received 49% of its annual projected property tax revenue in the first quarter.

8. Board Self-Evaluation

Trustees reviewed and discussed the board self-evaluation survey, highlighting that this was the first time the board has conducted an assessment of its own performance.

Trustees offered several suggestions, including holding a Regular Board meeting at the South Branch location, presenting information about the roles of the Friends and Foundation organizations, and inviting trustees to staff departmental orientations.

9. Trustee Appointment Process and Timeline

Marie Bass announced that two potential candidates have expressed interest in serving on the board. The trustees agreed to hold a Special Board meeting on June 5 to interview the candidates, depending on their availability.

10. Review Patron Privacy, Volunteer, and Fiscal Accountability Policies

Executive Director Reynders presented the Patron Privacy, Volunteer, and Fiscal Accountability Policies, reviewed the suggested updates to each, and answered questions. She pointed out a revision to the Fiscal Accountability Policy in Section V, Fund Usage, specifying that Item A2 should indicate a timeframe of 6 to 9 months.

Motion was made by Trustee Benden and seconded by Trustee Gilligan to approve the Patron Privacy, Volunteer, and Fiscal Accountability Policies as amended. Voice vote carried.

11. Executive Director Report

Executive Director Reynders reviewed the highlights of the monthly library report and the strategic plan and answered questions. She reported that the Civic Connections Municipal Networking Event will be held on Thursday, May 29 from 5:00-6:30 p.m. and encouraged all trustees to attend.

12. Trustee Reports and Comments

Trustee Mary Anne Benden attended the April 2 Village Board meeting to accept the National Library Week Proclamation. During the meeting, she noted that Executive

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Order 14238 had been issued, citing the elimination of the Institute of Museum and Library Services that provides funding to libraries in Illinois.

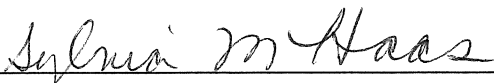
Trustee Marie Bass attended the March 24 Foundation Board meeting and reported that the Mini Golf Fundraiser attendance was the highest number recorded.

13. Upcoming Meetings and Events Calendar

- a. No Foundation Board Meeting held in April
- b. May 1, 6:00 p.m. – Committee of the Whole Meeting – canceled
- c. May 3-4 – Friends Book Sale
- d. May 9 – Library Closed for Staff In-Service Day
- e. May 15, 6:00 p.m. – Regular Board Meeting
 - i. Swearing in of newly elected Trustees
 - ii. Officer Elections 2025-2026
- f. May 19 – Foundation Board Meeting – open
- g. May 29, 5:00 p.m. – Civic Connections Municipal Networking Event
- h. June 5, 6:00 p.m. – Trustee candidate interviews

14. Adjournment

Motion was made by Trustee O'Sullivan and seconded by Trustee Benden to adjourn the Regular Board meeting at 7:10 p.m. Voice vote carried.



Sylvia Haas, Secretary

Approved as submitted 05/15/2025