



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes

**Monday, November 15, 2021 Regular Meeting
Berwyn Public Library
Board Room**

Call to Order:

President Laureto called the meeting to order at 7:01 p.m. Board Trustees present: President Nora Laureto, Vice-President Rosemary Caruk, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustees, Pat Cagney, Emily Diebold and Barbara Korbel. Absent: Trustees Antoine Evans and Paul Nudd. Also present were Library Director Tammy Sheedy, Administrative Assistant Nona Chapman and a guest, Carla Williams, AFSCME representative, who noted she lived in Berwyn.

A quorum has been established.

The Pledge to the Flag was recited.

It was moved by President Laureto and seconded by Secretary Salinas to amend the agenda and change October 18, 2021 to October 25, 2021 as the correct date for the minutes of the last regular meeting; also to add approval of closed meetings of October 25, 2021 under agenda item 16. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Minutes:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to approve the October 25, 2021 Regular Board Meeting Open Session Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.





BERWYN PUBLIC LIBRARY

Open Forum:

Carla Williams, AFSCME Representative was present and indicated she had no comments.

Library Director Sheedy reported there was no correspondence.

Directors Report:

Library Director Sheedy reported that the remodeling is moving along as planned and asked the Trustees if they noticed the new service desks. She noted that the different work areas were completed, however, a privacy wall will be added to make the work area more private. She noted that the RFID project was still on track for completion in December 2021. She noted that the self-checkout kiosks will be installed after January 1, 2022. The fish tank was installed with the fish being added gradually. She also reported that the library will resume programming to a limit of 20 people in the community room. She also indicated that they want to resume story time for the children after January 1, 2022. She also noted that the Berwyn Recreation reached out to the library to assist with programs for their day camp during the holiday break. She indicated they would probably be working on arts, crafts, story time or STEM projects.

She also reported that the two grants have been received. The Digital Media Lab was in the process of selecting equipment for the room. One of the item requests was a 3D printer and the scopes are being worked upon. She also noted that the plans for the makerspace grant will start after January 1, 2022. She also said that the Berwyn Park District collaborated for the Story Time Walk in the Park grant. She noted that Mraz Park would be the designated park used for this event. She noted she would be working on the grant (American Rescue Grant) for this event and will keep them updated. She also noted that she would work on another grant "Big Reads Grant", which won't start until September 2022.

She also discussed on having a local author book signing event, which is anticipated to take place in Fall 2022.

Library Director Sheedy also discussed the library hours of service for 2022. She indicated they were not ready to add Sundays just yet. She noted the numbers of patrons visiting were still not busy enough. She noted the library is busy, but not like it was before the pandemic started.





BERWYN PUBLIC LIBRARY

It was motioned by Secretary Salinas and seconded by President Laureto to accept the Director's Report as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Finance Committee:

Treasurer Rodriguez reported that they have started the process of reviewing the budget for next year and have met with the city's Finance Director. She indicated that the library's budget can be anticipated to be finalized and approved in February 2022.

Treasurer Rodriguez reported that the payables for October 2021 were presented in the amount of \$ 56,549.83.

Treasurer Rodriguez asked for a motion on the October 2021 reporting payables as presented.

It was motioned by Trustee Diebold and seconded by Trustee Cagney to approve the October 2021 payables in the amount of \$ 56,549.83 as presented. Roll Call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Diebold and Korbek. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Treasurer Rodriguez reported that the Restricted Library Grant Fund Balance ending October 31, 2021 was \$ 81,660.58; Berwyn Library Deposit Fund Balance ending October 31, 2021 was \$ 1,511,823.28 and the Veverka Fund Balance ending October 31, 2021 was \$ 281,551.48.

Building and Grounds Committee:

President Laureto reported that the fence was fixed and the statue was back in its place. She also reiterated that Library Director Sheedy provided some updates in her report earlier. Library Director Sheedy also reported that our snow removal contractor, Andreas, was in force, starting November 15, 2021, ending on April 15 2022.

Policy/Personnel Committee:





BERWYN PUBLIC LIBRARY

Trustee Korbel reported the committee did meet and noted there was nothing new to report at this time.

Veverka Committee:

Library Director Sheedy reported the committee did not meet.

Strategic Planning Committee:

President Laureto reported that the Trustees did meet and noted great ideas were discussed. She noted that they plan to meet again to finalize the Strategic Plan.

Art Selection Committee:

Library Director Sheedy reported the committee did not meet.

Old Business:

Library Director Sheedy reported there was none to report.

Unfinished Business:

Trustee Korbel noted that the Board Self Evaluation was emailed and asked the trustees to be prepared to discuss in January 2022.

New Business:

President Laureto briefed the Trustees on the plans to form a new Special Committee, based upon recommendations discussed at the last Strategic Planning Meeting. She noted it was to discuss the pros and cons of becoming a District Library. President Laureto asked for volunteers and upon further discussion, the Special Committee was established as Rosemary Caruk, Pat Cagney, Barbara Korbel, Emily Diebold and Nora Laureto.





BERWYN PUBLIC LIBRARY

There was also a discussion of the process to recognize former Library Trustee Cindy Hayes for her service to the library. Upon further discussion, it was the consensus of the Trustees to purchase a brick for Cindy Hayes, Erica Corona-Owens and Jousef Mondragon for their services to the library.

It was motioned by Trustee Diebold and seconded by Trustee Korbelt to approve the purchase of the bricks for recognition for the Library Trustees as noted above and presented. Roll Call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Diebold and Korbelt. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Closed Session:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to adjourn from Open Session and enter into closed session at 7:36 p.m. for the discussion under ILCS 5 120/2C (1) to consider appointment, employment, compensation, discipline, performance matters or dismissal of an employee;(C) (5) To discuss intergovernmental contract negotiations; and (C) (21) To discuss minutes of meetings lawfully closed. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Diebold to reconvene to open session at 8:01 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

Minutes:

It was motioned by Trustee Korbelt and seconded by Trustee Cagney to approve the October 25, 2021, Regular Board Meeting Closed Session Minutes as presented and discussed in closed session. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Committee meetings:

Finance:





BERWYN PUBLIC LIBRARY

Finance Committee was scheduled for December 6, 2021, at 6:00 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was not scheduled, to be advised.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for January 17, 2022, at 6:30 p.m.

Veverka:

The Veverka Committee was not scheduled, to be advised.

Strategic Planning:

The Strategic Committee was not scheduled, to be advised.

Art Selection:

The Art Selection Committee was not scheduled, to be advised.

President Laureto announced that the next regularly scheduled Berwyn Public Library Meeting is on Monday, January 17, 2022, at 7:00 p.m.

President Laureto requested that if anyone would not be able to attend the meeting, to please give enough notice to ensure we have a quorum for the meeting.

Adjournment:





BERWYN PUBLIC LIBRARY

It was motioned by Trustee Cagney and seconded by Trustee Diebold to adjourn the meeting at 8:05 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Evans and Nudd. Motion carried.

Maria Salinas, Secretary

