



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes

**Monday, May 16, 2022 Regular Meeting
Berwyn Public Library
Board Room**

Call to Order:

President Laureto called the meeting to order at 7:00 p.m.

In the absence of Secretary Maria Salinas, Library Director Tammy Sheedy was elected as Secretary Pro Tem. All Trustees present were in consensus.

Library Director Sheedy acting as Secretary Pro-Tem called the roll. Board Trustees present: President Nora Laureto, Treasurer Rodriguez, Trustees, Pat Cagney, Erica Harris and Paul Nudd. Absent: Vice-President Rosemary Caruk, Secretary Maria Salinas, Trustees Emily Diebold and Antoine Evans. Also present were Library Director Tammy and Administrative Assistant Nona Chapman.

A quorum has been established.

The Pledge to the Flag was recited.

Minutes:

It was motioned by Treasurer Rodriguez and seconded by Trustee Nudd to approve the February 22, 2022 Regular Board Meeting Open Session Minutes as amended. Roll call: President Laureto, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Secretary Salinas, Trustees Diebold and Evans. None Motion carried.





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It was motioned by Treasurer Rodriguez and seconded by Trustee Nudd to approve the March 21, 2022 Regular Board Meeting Open Session Minutes as amended. Roll call: President Laureto, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Secretary Salinas, Trustees Diebold and Evans. None Motion carried.

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to approve the April 18, 2022 Regular Board Meeting Open Session Minutes as amended. Roll call: President Laureto, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Secretary Salinas, Trustees Diebold and Evans. None Motion carried.

Open Forum:

President Laureto opened the meeting to public comments. Present in the audience were Carla Williams, Quinn Stitt and Nona Chapman. They were asked if they wanted to make any public comments, they indicated none.

President Laureto congratulated Library Director Tammy Sheedy on achieving her Masters of Library Science degree and graduating with honors.

Directors Report:

Library Director Sheedy provided the following update from her monthly report.

Library Director Sheedy reported that there have been many book challenges brought forth in the library world. She noted that the library has not received any challenges as of now, however explained the process that would need to be followed if it happened. She noted that the Board of Trustees would make the final decision in the book challenge if necessary. She also discussed a new law that is being proposed in the event a board member's seat would be vacant longer than 90 days. She noted that the state would then intervene and appoint a board member if necessary.

Library Director Sheedy reported on the various summer programming that was planned. She noted it would be kicked off on June 4 with performances by Rick Saucedo, Elvis impersonator, and the Mariachi Sirenas. Also said that Beatlemania will be celebrated on June 2, 2022 and there will also be an exhibit from June 3-17, 2022. The band American English will also be performing on June 11, 2022. The police will be working on a plan as it was anticipated to have a big crowd.





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In July, the veteran's picnic will be held and open house for the police department in September and back to school picnics in August. The Fairy Tale Ball will be held on September 18, 2022, a local author signing event was being scheduled for September 24, 2022 and also the Story Walk should be at Mraz Park sometime this summer. She also discussed creating a map of all the little libraries in conjunction with the Friends of the Library that are in the Berwyn

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to accept the Director's Report as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Secretary Salinas, Trustees Diebold and Evans. Motion carried.

Finance Committee:

Treasurer Rodriguez reported that the payables for March 2022 were presented in the amount of \$ 60,357.94.

Treasurer Rodriguez asked for a motion on the March 2022 reporting payables as presented.

It was motioned by Trustee Cagney and seconded by Trustee Nudd to approve the March 2022 payables in the amount of \$ 60,357.94 as presented. Roll call: President Laureto, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Secretary Salinas, Trustees Diebold and Evans. Motion carried.

Treasurer Rodriguez reported that the payables for April 2022 were presented in the amount of \$ 65,350.80.

It was motioned by Trustee Cagney and seconded by Trustee Nudd to approve the April 2022 payables in the amount of \$ 65,350.80 as presented. Roll call: President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Secretary Salinas arrived at 7:46 p.m. during the roll call for the April 2022 payables.





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Treasurer Rodriguez reported that the Berwyn Library Deposit Fund Balance ending March 31, 2022 was \$ 1,685,490.03; Restricted Library Grant Fund Balance ending March 31, 2022 was \$ 129,579.12 and the Veverka Fund Balance ending March 31, 2022 was \$ 201,458.76.

Treasurer Rodriguez reported that the Berwyn Library Deposit Fund Balance ending April 30, 2022 was \$ 1,688,465.94; Restricted Library Grant Fund Balance ending April 30, 2022 was \$ 129,621.21 and the Veverka Fund Balance ending April 30, 2022 was \$ 201,523.88.

It was motioned by Secretary Salinas and seconded by Trustee Cagney to accept the Treasurer's Report as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Building and Grounds Committee:

President Laureto requested a motion to accept the minutes from the Buildings and Grounds Committee meeting from February 22, 2022.

It was motioned by President Laureto and seconded by Secretary Salinas to accept the Minutes from the Building and Grounds Committee meeting of February 22, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Policy/Personnel Committee:

Trustee Cagney noted that the Digital Media Lab and 3D printing policy would need to be tabled.

It was motioned by Secretary Salinas and seconded by President Laureto to table the approval of the Digital Media Lab and 3D printing policy. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Trustee Cagney requested a motion on the revised Circulation Policy

It was motioned by Trustee Cagney and seconded by Secretary Salinas to approve the revised Circulation Policy as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.





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Trustee Cagney requested a motion to table the Code of Conduct Policy

It was motioned by Trustee Cagney and seconded by President Laureto to table the Code of Conduct Policy. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Trustee Cagney requested a motion on the revised Board by-laws

It was motioned by Trustee Cagney and seconded by President Laureto to approve the revised Board by-laws as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Veverka Committee:

It was motioned by Trustee Cagney and seconded by President Laureto to accept the Minutes from the Veverka Committee meeting of February 22, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Strategic Planning Committee:

President Laureto reported that the Strategic Planning Committee did not meet. She also noted that the meetings would resume once more information is available from the Special Committee.

Art Selection Committee:

Trustee Nudd reported that the Art Selection Committee did meet. He indicated they have plans to initiate a summer arts project with the high school to decorate the storage containers that were outside of the library. He also said they did a tour of the library to seek a location for another mural. President Laureto noted that he could reach out to the Friends of the Library for funding of this project.

Special Committee

President Laureto reported the committee did meet and requested approval of the minutes from the Special Committee meetings of April 11, 2022 and May 9, 2022.





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It was motioned by President Laureto and seconded by Trustee Cagney to approve the Minutes from the Special Committee Meeting of April 11, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

It was motioned by President Laureto and seconded by Trustee Cagney to approve the Minutes from the Special Committee Meeting of May 9, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

President Laureto requested a motion to appoint Quinn Stitt as a staff member of the Special Committee.

It was motioned by Secretary Salinas and seconded by Trustee Cagney to approve the appointment of Quinn Stitt as noted. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

President Laureto discussed the Mission Statement and requested a motion for approval.

It was motioned by Treasurer Rodriguez and seconded by Trustee Cagney to approve the Mission Statement as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

President Laureto discussed the hiring of a financial advisor and requested a motion for approval.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to approve the contract with Meristem Advisors to assist with research of becoming a library district. Roll call: President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Friends of the Library

There was nothing new to report except for what Library Director noted in her report.

Old Business:

President Laureto noted there was none.





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Unfinished Business:

President Laureto noted there was none.

New Business:

President Laureto reported she would like to form a nominating committee. It was discussed that the nominating committee would present to the Board the executive officers. Upon further discussion, it was the consensus that the by-laws would be reviewed to eliminate the nominating committee.

Library Director Sheedy briefed the Trustees on the patron visits to the library. She noted there wasn't a lot of traffic after 6:30 p.m. She requested to resume closing the library at 7:00 p.m. starting on May 31, 2022 and ending on September 6, 2022.

Trustee Cagney discussed when the library would resume to open on Sundays.

It was motioned by Treasurer Rodriguez and seconded by Trustee Cagney to approve the summer hours for the library as noted. Roll call: President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Harris and Nudd. Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Adjourned to Closed Session:

- a. Closed Session 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.

It was motioned by Secretary Salinas and seconded by Trustee Cagney to adjourn into Closed session at 7:52 p.m. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.





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Adjourned from Closed Session

It was motioned by Secretary Salinas and seconded by Trustee Cagney to adjourn from closed session at 7:59 p.m. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Reconvene to Open Session

It was motioned by Secretary Salinas and seconded by Trustee Cagney to reconvene to Open Session at 8:01 p.m. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

Minutes:

It was motioned by Treasurer Rodriguez and seconded by Trustee Cagney to approve the closed session minutes from January 17, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

It was motioned by Treasurer Rodriguez and seconded by Trustee Cagney to approve the closed session minutes from February 22, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

It was motioned by Treasurer Rodriguez and seconded by Trustee Cagney to approve the closes session minutes from March 21, 2022 as presented. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.

Committee meetings:

Finance:





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Finance Committee was scheduled for June 21, 2022 at 6:15 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for May 31, 2022 at 6:30 p.m.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for June 21, 2022 at 6:30 p.m.

Veverka:

The Veverka Committee was scheduled for June 21, 2022 at 6:45 p.m.

Strategic Planning:

The Strategic Committee was not scheduled, to be advised.

Art Selection:

The Art Selection Committee scheduled for June 14, 2022, at 3:30 p.m.

Special Committee

The Special Committee was not scheduled, to be advised.

President Laureto announced that the next regularly scheduled Berwyn Public Library Meeting is on Tuesday, June 21, 2022, at 7:00 p.m.

Adjournment:

It was motioned by Trustee Cagney and seconded by Secretary Salinas to adjourn the meeting at 8:06 p.m. All Trustees present voting aye: Nays: None. Absent: Vice-President Caruk, Trustees Diebold and Evans. Motion carried.





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Maria Salinas, Secretary

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