



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes

**Tuesday, June 21, 2022 Regular Meeting
Berwyn Public Library
Board Room**

Call to Order:

President Laureto called the meeting to order at 7:02 p.m.

Secretary Salinas called the roll. Board Trustees present: President Nora Laureto, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustees, Pat Cagney, Emily Diebold, Antoine Evans and Erica Harris. Absent: Vice-President Rosemary Caruk and Trustee Paul Nudd. 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 Trustee Cagney and seconded by Trustee Diebold to approve the May 16, 2022 Regular Board Meeting Open Session Minutes as presented. All Trustees present voting aye. President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Diebold, Evans and Harris. Nays: None. Absent: Vice-President Caruk and Trustee Nudd. None Motion carried.

Open Forum:

President Laureto opened the meeting to public comments. Present in the audience were Carla Williams, Quinn Stitt and Sandra Neri. They were asked if they wanted to make any public comments, they indicated none. President Laureto commented on the recent library's events. She said the





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summer reading kickoff that was held on June 4, 2022, which was phenomenal. The band American English, on June 11, 2022, was amazing, with over 400 people in attendance. The Juneteenth celebration at Proksa park held on June 19, 2022 was very nice and well attended and noted that over 400 books were given away. She commended the staff for all their hard work and the great job they have all been doing. She also read an email she received from Nicholas Casarek thanking the Board and the staff for having their exhibit showcased at the library and everything that the library signifies for Berwyn.

Directors Report:

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

Library Director Sheedy reported that all of the events went very well. She noted that each event was attended by over 400 people. She discussed the pop-up event at Proksa Park, Story time with the North Berwyn Park District, the Juneteenth celebration at Proksa Park, Back to School picnic, movie nights with the Berwyn Recreation and Park District and also discussed the upcoming Fairytale Ball at Proksa Park, which will be on September 18, 2022, from 2-4 p.m. She also reported that the contract has been executed with the local author for the book signing event. She noted there will be an open house planned in coordination with the book signing event. She also discussed having an Elvis impersonator as a Sunday afternoon event. She also reported that she has received many compliments on the American English concert.

She also discussed that they were in the process of upgrading the security cameras and noted they would be paid for with funds from the Per Capita Grant. She also discussed that a new trend at libraries has been to start issuing license plate sticker renewals and noted the library can receive up to \$ 9.00 per sticker.

Treasurer Rodriguez asked about the professional development of the Diversity Committee. Library Director Sheedy responded they provide a monthly newsletter and also assist the staff with answering diverse related questions.

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: Vice-President Caruk and Trustee Nudd. Motion carried.





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Finance Committee:

Treasurer Rodriguez reported that the payables for May 2022 were presented in the amount of \$ 64,921.01.

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

It was motioned by Trustee Cagney and seconded by Trustee Diebold to approve the May 2022 payables in the amount of \$ 64,921.01 as presented. Roll call: President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Diebold, Evans and Harris. Nays: None. Absent: Vice-President Caruk and Trustee Nudd. Motion carried.

Vice-President Caruk arrived at 7:21 p.m.

Treasurer Rodriguez reported that the Restricted Library Grant Fund Balance ending May 31, 2022 was \$ 129,661.69; Berwyn Library Deposit Fund Balance ending May 31, 2022 was \$ 1,695,946.39 and the Veverka Fund Balance ending May 31, 2022 was \$ 201,586.66.

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: Trustees Nudd. Motion carried.

Building and Grounds Committee:

President Laureto reported that the committee did not meet.

Policy/Personnel Committee:

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to accept the Minutes from the Policy/Personnel Committee meeting of May 16, 2022 as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.





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It was motioned by Trustee Cagney and seconded by President Laureto to table the Minutes from the Policy/Personnel Committee meeting of May 31, 2022. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney reported that the committee did meet to review and revise current and new policies brief the Trustees on the revisions.

Trustee Cagney requested a motion on the new Digital Media Lab and 3D Printed Policy.

It was motioned by Trustee Cagney and seconded by Vice-President Caruk to approve the Digital Media Lab and 3D Printing Policy. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney requested a motion on the revised Code of Conduct Policy.

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to approve the revised Code of Conduct Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney requested a motion on the revised Board By-Laws.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to approve the revised Board By-Laws Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Library Director Sheedy briefed the Trustees on the provisions for the change in the policy regarding tuition. She noted that it needed to mirror the same language as in the AFSCME bargaining unit.

Trustee Cagney requested a motion on the revised Tuition Policy

It was motioned by Trustee Cagney and seconded by Vice-President Caruk to approve the revised Tuition Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.





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Trustee Cagney requested a motion on the Freedom to Read Statement.

It was motioned by Trustee Cagney and seconded by Trustee Harris to reapprove the Freedom to Read Statement as presented. All Trustees present voting aye: Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney requested a motion on the Freedom to View Statement.

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to reapprove the Freedom to View Statement as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney requested a motion on the Access for Minors Statement.

It was motioned by Trustee Cagney and seconded by Trustee Harris to reapprove the Access for Minors Statement as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Trustee Cagney requested a motion on the revised Credit/Debit Card Policy.

It was motioned by Trustee Cagney and seconded by Trustee Diebold to approve the revised Credit/Debit Card Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Veverka Committee:

Trustee Cagney briefed the Trustees on the funding requests to hire a financial advisor to assist with the research of becoming a library district.

It was motioned by Trustee Cagney and seconded by Vice-President Caruk to approve the contract with Meristem Financial in the amount of \$ 20,0000.00. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.





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It was motioned by Trustee Cagney and seconded by Vice-President Caruk to table the funding request from the Art Committee. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Strategic Planning Committee:

President Laureto reported that the Strategic Planning Committee did not meet and would resume once more information is available from the financial advisors.

Art Selection Committee:

It was motioned by Secretary Salinas and seconded by President Laureto to approve the Minutes from the Art Selection Committee meeting of May 10, 2022 as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Special Committee

President Laureto reported the committee did not meet and will resume once more information is available from the financial advisors.

Friends of the Library

President Laureto reported that the minutes from their last meeting was included. She noted that a request was made for funding for the Maker Space. She indicated that a meeting was being requested to meet with someone from the Maker Space to review the request.

Old Business:

President Laureto noted there was none.

Unfinished Business:

President Laureto requested that the Board Self-Evaluation be moved to the next Personnel and Policy Committee for review. President Laureto requested that the self-evaluation be streamlined to ensure it is an easy process to complete.





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New Business:

In accordance with the rules established in the by-laws, a re-election of Executive Officers was done. The nominations were presented for the position of President.

Trustee Salinas nominated Trustee Laureto as President. Trustee Laureto accepted the nomination. There were no other nominations presented.

It was moved by Trustee Salinas and seconded by Trustee Cagney to approve the appointment of Nora Laureto as President. Roll call: President Laureto, Trustees Caruk, Salinas, Rodriguez, Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.

The nominations were presented for the position of Vice-President.

Trustee Cagney nominated Trustee Caruk as Vice-President. Trustee Caruk accepted the nomination. There were no other nominations presented.

It was moved by Trustee Cagney and seconded by Trustee Evans to approve the appointment of Rosemary Caruk as Vice-President. Roll call: President Laureto, Vice-President Caruk, Trustees Salinas, Rodriguez, Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.

The nominations were presented for the position of Secretary.

President Laureto nominated Trustee Salinas as Secretary. Trustee Salinas accepted the nomination. There were no other nominations presented.

It was moved by President Laureto and seconded by Trustee Diebold to approve the appointment of Maria Salinas as Secretary. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Trustees Rodriguez, Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.

The nominations were presented for the position of Treasurer.





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President Laureto nominated Trustee Rodriguez as Treasurer. Trustee Rodriguez accepted the nomination. There were no other nominations presented.

It was moved by President Laureto and seconded by Trustee Cagney to approve the appointment of Marta Rodriguez as Treasurer. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.

Adjourned to Closed Session:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to adjourn into Closed session at 7:46 p.m. All Trustees present voting aye: Nays: None. Absent: Trustee Nudd. Motion carried.

- 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.

Adjourned from Closed Session

It was motioned by President Laureto and seconded by Secretary Salinas to adjourn from closed session at 8:03 p.m. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Reconvene to Open Session

It was motioned by President Laureto and seconded by Secretary Salinas to reconvene to Open Session at 8:03 p.m. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Cagney, Diebold, Evans and Harris. Nays: None. Absent: Trustee Nudd. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

Minutes:

It was motioned by President Laureto and seconded by Trustee Cagney to approve the closed session minutes from May 16, 2022 as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.





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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.

Committee meetings:

Finance:

Finance Committee was scheduled for June 27, 2022 at 6:30 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for August 15, 2022 at 6:00 p.m.

Building and Grounds:

The Building and Grounds Committee Meeting was not scheduled, to be advised.

Veverka:

The Veverka Committee was not scheduled, to be advised.

Strategic Planning:

The Strategic Committee was not scheduled, to be advised after the results from the financial advisor.

Art Selection:

The Art Selection Committee scheduled for August 18, 2022, at 6:30 p.m.

Special Committee

The Special Committee was not scheduled, to be advised.





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President Laureto announced that the next regularly scheduled Berwyn Public Library Meeting is on Monday, August 15, 2022, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Cagney to adjourn the meeting at 8:07 p.m. All Trustees present voting aye. Nays: None. Absent: Trustee Nudd. Motion carried.

Maria Salinas, Secretary

