



# BERWYN PUBLIC LIBRARY

## Berwyn Public Library Board Meeting Minutes

**Monday, October 24, 2022 Regular Meeting  
Berwyn Public Library  
Board Room**

### **Call to Order:**

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

Secretary Salinas called the roll. Board Trustees present: President Nora Laureto, Vice-President Caruk, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustee, Pat Cagney, Antoine Evans and Erica Harris. Absent: Trustees Emily Diebold and Paul Nudd Also present was Library Director Tammy Sheedy.

A quorum has been established.

The Pledge to the Flag was recited.

### **Minutes:**

It was motioned by Trustee Cagney and seconded by Treasurer Rodriguez to approve the Open Session Minutes of the meeting of September 21, 2022 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. None Motion carried.

### **Open Forum:**

President Laureto opened the meeting to public comments. Present in the audience were Sandra Neri, Quinn Stitt, Carla Williams, Scott Goodman, Lisa Jaburda, Debra Burke, Kassie Gonzalez and Melissa Arroyo.

Melissa Arroyo, Reference Assistant Librarian and Head of the Diversity Committee, disseminated a document regarding the Land Acknowledgement. She noted that her coworker Kassie Gonzalez, who works in Audio Visual, wrote the acknowledgment and noted she was a descendant of the Monogamy





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Tribe. She noted that based on the research, if it wasn't for Ms. Gonzalez, the library wouldn't be here. She noted the research was integral to the Indigenous Heritage month. They had requested for the Board of Trustees to approve it. President Laureto indicated that the item could not be added to the agenda, as the agenda had already been posted. She also noted that this item would need to be approved at the city level first before it comes to the library.

There was a discussion if there would be programming regarding the land acknowledgement. It was noted there would be some type of programming regarding the land that the library sits on. There was an inquiry if the library could approve the land acknowledgement, but was informed that the open forum was only for public comment.

President Laureto read a thank you note from the local author, Jenny Morell, and noted that she would be happy to return to a library event.

Quinn Stitt, commented on the feedback she received from the library staff regarding the library's proposed vote regarding the district status. She indicated that the majority were not in favor of the library transforming to a district library, however, just wanted to share that information with the Trustees. President Laureto thanked Ms. Stitt for being part of the Special Committee and noted it was very helpful for the Trustees for her to share the information with staff. President Laureto said that staff retention was the main goal of the library.

President Laureto requested a motion to deviate from the agenda and move item 14, being the presentation by Scott Goodman, Morton High School District 201 Scholarship Foundation.

It was motioned by Secretary Salinas and seconded by Vice-President Caruk to deviate from the agenda order and move up Scott Goodman to present during open forum. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. None Motion carried.

President Laureto noted that she had disseminated the informational brochures to the Trustees regarding the Morton 201 Scholarship Foundation.

Mr. Goodman gave a brief presentation of the role of the foundation. He discussed the history of the foundation and noted that since 2019 the foundation has awarded more than \$ 50,000.00 in scholarships. He indicated that the mission of the foundation was to continue building relationships so they can provide the best resources to the community. Mr. Goodman asked if the library would





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consider donating to the foundation. President Laureto responded that it was good to be in partnership and noted that the library would be happy to become a bronze sponsor. Mr. Goodman thanked the library for their sponsorship and looked forward to the partnership.

It was motioned by Treasurer Rodriguez and seconded by Trustee Evans to donate \$ 500.00 and be a Bronze sponsor for the Morton 201 Foundation. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Evans and Harris. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

### **Directors Report:**

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

She disseminated a schedule with revised closed dates for their review. She indicated that the change was regarding the Christmas and New Year's Eve holidays. The Trustees accepted the change as informational. She also reported that the information received for the Land Acknowledgement was not received in time to make it on the board agenda. She also reported that the library's Google Drive has been updated. She also reported that the ILA Conference was a good conference and there were many good sessions. She also reported that she received a lot of positive feedback from the library staff who attended the conference.

She also disseminated a sample of graphs and pie charts reading the library's statistics. She asked what their preference would be. It was noted that beginning in 2023, she wanted to revamp the statistics and the director's report that would align with the strategic plan.

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

### **Finance Committee:**

Treasurer Rodriguez reported that the payables for September 2022 were presented in the amount of \$ 70,323.92.





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It was motioned by Treasurer Rodriguez and seconded by Vice-President Caruk to approve the September 2022 payables in the amount of \$ 70,323.92 as presented. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Evans and Harris. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

Treasurer Rodriguez reported that the Restricted Library Grant Fund Balance ending September 30, 2022 was \$ 154,827.57; Berwyn Library Deposit Fund Balance ending September 30, 2022 was \$ 1,705,916.09 and the Veverka Fund Balance ending September 30, 2022 was \$ 201,844.56.

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

### **Building and Grounds Committee:**

Library Director Sheedy briefed the Trustees on the costs and construction plans for the entrance ramp. She indicated they were presented with three different designs and would be applying for the ADA Grant and the Live & Learn Grant to help with the costs.

She briefed them on the snow removal contract and noted there wouldn't be change to the current pricing.

It was motioned by Secretary Salinas and seconded by Trustee Cagney to approve the snow removal contract with Robert Andreas & Sons, Inc., in the amount of \$ 19,950.00 as presented. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Evans and Harris. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

### **Policy/Personnel Committee:**

It was motioned by Trustee Cagney and seconded by Secretary Salinas to approve the Minutes from the Policy/Personnel Committee meeting of September 21, 2022 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

Trustee Cagney reported that the Code of Professional Conduct Policy will need to be tabled.





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It was motioned by Trustee Cagney and seconded by Trustee Harris to table the Code of Professional Conduct Policy. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

Trustee Cagney briefed Trustees on the revised Program Contract.

It was motioned by Trustee Cagney and seconded by Trustee Harris to approve the revised Program Contract as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

Trustee Cagney briefed Trustees on the revised Investment Policy.

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

Trustee Cagney briefed Trustees on the revised Library Bill of Rights.

It was motioned by Trustee Cagney and seconded by Trustee Harris to approve the revised Library Bill of Rights as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

Trustee Cagney reported that the Board Self Evaluation will need to be tabled.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to table the Board Self Evaluation. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

### **Veverka Committee:**

The committee did not meet.

### **Strategic Planning Committee:**

President Laureto reported that the Strategic Planning Committee did not meet.





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### **Art Selection Committee:**

Library Director Sheedy reported that Michelle was working on the mural in the library.

### **Special Committee**

President Laureto reported that the Special Committee did meet. She noted that Meristem Advisors provided a very informational report regarding the library moving forward with becoming a district library or remaining a city library. She asked the Trustees to call for their vote depending on the information they received.

It was motioned by Secretary Salinas and seconded by Trustee Evans to remain a city library. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Evans and Harris. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

President Laureto noted that the report would be beneficial for moving forward with the Strategic Planning. She also noted that it would be feasible for Trustees to attend the city's budget meetings regarding the library.

President Laureto thanked Quinn Stitt again for being part of the Special Committee. She also reiterated to the staff present that if there are any discussions they'd like to have with the Board of Trustees, to please feel free to email any of the Trustees any concerns.

### **Friends of the Library**

The Friends of the Library did not meet.

### **Old Business:**

President Laureto reported there was none to report.

### **Unfinished Business:**

President Laureto there was none to report.





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### **New Business:**

President Laureto disseminated the Director's Evaluation and asked the Trustees to review it carefully and respond to her any concerns or questions they would have.

Library Director Sheedy reported that Morton College currently uses the library to provide some services. She noted that they are requesting a Memorandum of Understanding between the Library and Morton College to ensure that they can continue to use the library, which is currently once a week at the library.

It was motioned by Secretary Salinas and seconded by Vice-President Caruk to approve the Memorandum of Understanding with Morton College as presented. Roll call: President Laureto, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Evans and Harris. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

### **Adjourned to Closed Session:**

There was no need for a 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.

### **Committee meetings:**

#### **Finance:**

The Finance Committee was not scheduled, to be advised.

#### **Policy and Personnel:**

The Policy and Personnel Committee Meeting was scheduled for November 21, 2022 at 6:00 p.m.

#### **Building and Grounds:**





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The Building and Grounds Committee 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.

### **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, November 21, 2022, at 7:00 p.m.

### **Adjournment:**

It was motioned by Secretary Salinas and seconded by Trustee Cagney to adjourn the meeting at 7:58 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Diebold and Nudd. Motion carried.

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Maria Salinas, Secretary

