



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes

**Tuesday, February 21, 2023 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, Trustees Pat Cagney, Antoine Evans and Erica Harris. Absent: Vice-President Rosemary Caruk and Trustees Bridget Buckley and Marta Rodriguez.

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 Trustee Evans to approve the Open Session Minutes of the meeting of January 16, 2023 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Open Forum:

President Laureto opened the meeting to public comments.





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Darrell Allen, noted he was the 2nd Vice-President of the PTO at Morton High School, asked on behalf of the PTO when the meeting rooms would be available for public use. He noted that many public areas have been opened to allow opportunities for a safe place to meet.

Directors Report:

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

- Laconi Trustee Banquet is scheduled on May 19, 2023, from 6:00 p.m. – 11:00 p.m. at the Nineteenth Century Charitable Association. She noted this was a great opportunity for Library Trustees to network with each other. She asked the trustees to let her know if they wanted to attend so she can make the necessary arrangements.
- Berwyn North School District 98 Fundraiser is scheduled on March 4, 2023, from 6:00 p.m. – 11:00 p.m. She indicated that the library sponsored a table for the event.
- In-Service date was scheduled on April 25, 2023 and the library will be closed to the public on this day. National Library Week was changed to the last week of April. The Friends of the Library indicated they make a sponsorship toward the food provided for staff as a thank you for the library's support to their organization. She noted that staff will also receive mandatory training on diversity, equity and inclusion.
- The annual IPLAR Report was in the process of being completed.

It was motioned by President Laureto and seconded by Secretary Salinas to accept the Director's Report for informational purposes. All Trustees present voting aye: Nays. None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Finance Committee:

It was motioned by Secretary Salinas and seconded by Trustee Harris to strike from the agenda the *Approval of the FY2023 Budget*, as it was approved at last month's meeting. All Trustees present voting aye: Nays. None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

In the absence of Treasurer Rodriguez, Trustee Cagney presented the Financial Report for this month's meeting.





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Trustee Cagney reported that the payables for January 2023 were presented in the amount of \$ 47,059.03.

It was motioned by Secretary Salinas and seconded by Trustee Evans to approve the January 2023 payables in the amount of \$ 47,059.03 as presented. Roll Call: President Laureto, Secretary Salinas, Trustees Cagney, Evans and Harris. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Trustee Cagney reported that the Library Restricted Grant Funds balance ending January 31, 2023 was \$ 8,482.27; Berwyn Library Deposit Fund balance ending January 31, 2023 was \$ 1,949,024.09 and the Veverka Fund balance ending January 31, 2023 was \$ 158,963.36.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to accept the Treasurer's Report for informational purposes. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Building and Grounds Committee:

President Laureto reported that she will be meeting with the Diversity Committee on February 28 2023, to further to discuss the Land Acknowledgement proposal and will report further information at the next meeting in March.

Library Director Sheedy briefed the Trustees on the Rack UPS Battery Backup system and Generator and explained how it would work to protect the library's electronic equipment. She noted that the bidding process would be waived as the equipment will be purchased through a consortium.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to waive the bidding process and approve the proposal in the amount of \$ 27,455.00 for the Rack UPS Battery System Backup System as presented. Roll Call: President Laureto, Secretary Salinas, Trustees Cagney, Evans and Harris. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Policy/Personnel Committee:





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It was motioned by Trustee Harris and seconded by Trustee Evans to approve the Minutes from the Policy/Personnel Committee Meeting of January 16, 2023 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Trustee Cagney briefed the Trustees on the revisions to the Meeting Room Policy.

It was motioned by Secretary Salinas and seconded by Trustee Harris to approve the revised Meeting Room Policy as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

It was motioned by Trustee Cagney and seconded by Secretary Salinas to approve the revised Code of Conduct Policy as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Veverka Committee:

The committee did not meet.

Strategic Planning Committee:

The committee will be tabled until the new Trustee is appointed.

Friends of the Library

President Laureto announced that the 2nd Annual Fundraiser for former Library Director Gail Lofgren is scheduled for March 11, 2023, from 1:00 p.m. – 4:00 p.m. at the Concordia Lutheran Church in Berwyn.

Old Business:

There was none to report.

Unfinished Business:

There was none to report.





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New Business:

President Laureto requested if the Trustees can co-sponsor the breakfast or lunch for the in-service date. The Trustees were in consensus with the request. The Friends of Library are looking in to the cost and further discussion will be held at our next meeting.

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 March 20, 2023 at 6:15 p.m.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for March 20, 2023 at 6:45 p.m.

Veverka:

The Veverka Committee was not scheduled, to be advised.

Strategic Planning:





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The Strategic Committee was not scheduled, to be advised.

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 Monday, March 20, 2023, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Cagney to adjourn the meeting at 7:30 p.m. All Trustees present voting aye. Nays: None. Absent: Vice-President Caruk, Treasurer Rodriguez and Trustee Buckley. Motion carried.

Maria Salinas, Secretary

