



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes

**Monday, April 17, 2023 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, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustees Bridget Buckley, Pat Cagney, Erica Harris, Angela Kuczak Ana Espinoza. Trustee Antoine Evans absent.

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 Kuczak to approve the Open Session Minutes of the meeting of March 20, 2023 as presented. All Trustees present voting aye. Nays: None. Trustee Evans absent. Motion carried.

For informational purposes, the Closed Minutes of the March 20, 2023 meeting were tabled for the next closed session meeting.

President Laureto introduced New Trustee Ana Espinoza. All Trustees introduced themselves to her and welcomed her aboard.

Trustee Evans arrived at 7:03 p.m.





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Open Forum:

President Laureto opened the meeting to public comments. There were none presented.

President Laureto read email correspondence from Scott Goodman, District 201 Morton Foundation, in which he extended an invitation to the Trustees to attend their senior student events at the high school. President Laureto noted it was nice to establish a partnership with the district.

Directors Report:

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

- Best of Berwyn Banquet was scheduled for May 3, 2023, at 6:30 p.m.
- She briefed the Trustees on the various statistics report from each department that was in the board packet.
- She will be meeting with representatives of the City of Berwyn to discuss the specifics of the use of meeting rooms and would report more next month.
- She briefed the Trustees on the upcoming events and noted that the Summer Reading Kickoff was scheduled for June 3, 2023.
- Deb Bold, Collection Management Department presented an overview on the daily operations in the Collection Department. She briefed them on the process of how the collection management is processed. She reported that the current total collections of the library are 170,209. She also noted that all staff in her department is cross-trained to ensure the department's operations run smoothly.

It was motioned by Secretary Salinas and seconded by Trustee Harris to accept the Director's Report for informational purposes. All Trustees present voting aye: Nays. None. Motion carried.

Finance Committee:

Treasurer Rodriguez reported that the payables for March 2023 were presented in the amount of \$ 59,330.56.





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It was motioned by Trustee Cagney and seconded by Trustee Evans to approve the March 2023 payables in the amount of \$ 59,330.56 as presented. Roll Call: President Laureto, Secretary Salinas, Treasurer Rodriguez, Trustees Buckley, Cagney, Evans, Harris, Kuczak and Espinoza. Nays: None. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending March 31, 2023 was \$ 117,966.56; Berwyn Library Deposit Fund balance ending March 31, 2023 was \$ 1,959,157.93 and the Veverka Fund balance ending March 31, 2023 was \$ 159,084.53.

It was motioned by Treasurer Rodriguez and seconded by Secretary Salinas to accept the Treasurer's Report for informational purposes. All Trustees present voting aye. Nays: None. Motion carried.

Building and Grounds Committee:

It was motioned by Secretary Salinas and seconded by Trustee Buckley to table the Minutes from the Building and Grounds Committee Meeting of March 20, 2023. All Trustees present voting aye. Nays: None. Motion carried.

Library Director Sheedy reported on the final specifics from the contractors for estimates to complete the bid package and have it published in the beginning of May 2023. She also reported that they are looking into possibly adding an electric charging station in the parking lot. She noted that part of the Strategic Plan was to provide more of a green environment.

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 February 21, 2023 as amended. All Trustees present voting aye. Nays: None. Motion carried.

It was motioned by Trustee Cagney and seconded by President Laureto to approve the Minutes from the Policy/Personnel Committee Meeting of March 20, 2023 as amended. All Trustees present voting aye. Nays: None. Motion carried.





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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 reported that the Friends of the Library had a very good meeting. They have also agreed to fund the Amigo Hamlet program that is scheduled on June 17, 2023. They also discussed fundraising and were looking forward to new things.

Old Business:

There was none to report.

Unfinished Business:

Library Director briefed the new Trustees on the various committee meetings. She invited them to attend the meetings so they can determine which one they would like to be part of.

New Business:

President Laureto noted that with the resignation of Rosemarie Caruk, the role of the Vice-President needed to be nominated.

President Laureto nominated Trustee Evans as Vice-President. There were no further nominations presented. Trustee Evans accepted the nomination.

It was motioned by President Laureto and seconded by Treasurer Rodriguez to appoint Trustee Evans as Vice-President. All Trustees present voting aye. Nays: None. Motion carried.





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President Laureto reported that State Representative Abdelnasser Rashid has moved his office into Berwyn. They will do community outreach to ask him to visit the library.

Adjourned into 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.

POSSIBLE ACTION on items discussed in closed session.

There was none, due to lack of closed session.

Committee meetings:

Finance:

The Finance Committee was scheduled for May 15, 2023, at 6:30 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for May 15, 2023, at 6:00 p.m.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for May 15, 2023 at 5:45 p.m.

Veverka:

The Veverka Committee was not scheduled, to be advised.





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Strategic Planning:

The Strategic Committee was not scheduled, pending a full library Board.

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, May 15, 2023, at 7:00 p.m.

Adjournment:

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

Maria Salinas, Secretary

