



# BERWYN PUBLIC LIBRARY

## **Berwyn Public Library Board Meeting Minutes**

**Monday, September 18, 2023 Regular Meeting  
Berwyn Public Library  
Board Room**

### **Call to Order:**

In the absence of President Nora Laureto, Vice-President Evans presided over the meeting.

Vice-President Antoine Evans called the meeting to order at 7:00 p.m.

It was motioned by Treasurer Marta Rodriguez and seconded by Trustee Espinoza to appoint Library Director Tammy Sheedy as Secretary Pro-Tem. All Trustees present voting aye. Nays: None. Absent: President Nora Laureto, Secretary Maria Salinas and Trustee Erica Harris. Motion carried.

Library Director Sheedy called the roll. Board Trustees present: Treasurer Marta Rodriguez, Vice-President Evans, Trustees Pat Cagney, Bridget Buckley, Angela Kuczak and Ana Espinosa. Absent: President Nora Laureto, Secretary Salinas and Trustee Harris.

A quorum has been established.

The Pledge to the Flag was recited.

### **Minutes:**

It was motioned by Treasurer Rodriguez and seconded by Trustee Buckley to approve the Open Session Minutes of the meeting of August 21, 2023 as presented. All Trustees present voting aye. Nays: None. Absent: President Laureto, Secretary Salinas and Trustee Harris. Motion carried.





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### **Open Forum:**

Vice-President Evans opened the meeting to public comments.

Debbie Donovan, a resident, thanked the library for their services and for having such a wonderful library. She noted it wasn't easy these days serving the library as a Board or a staff member. She really appreciated it and said it was critical to our community and the democracy.

### **Directors Report:**

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

- ILA Conference is being held on October 25-27, 2023 in Springfield, Illinois. Library Director asked for confirmation of who would be attending. She noted that they were temporarily holding rooms at the Holiday Inn Crowne Plaza.
- Fairytale Ball continued to be scheduled for October 1, 2023 from 2:00 – 4:00 p.m. at Proksa Park. All the entertainment has been booked and they were working on the costumes. She noted volunteers were still needed. The final walk-through was conducted to ensure the Park was informed about the event.
- Banned Book Proclamation to be read at the next City Hall Meeting declaring banned book week. State of Illinois was the first state in the nation to outlaw banning books. Buttons will be made and available at the Fairytale Ball.
- Construction will be starting on September 19, 2023, and will last about 3-4 weeks.
- Due to scheduling conflict, the departmental presentation will be postponed for next month.
- Library has been designated for the Monarch waystation with a planned proclamation forthcoming.
- FEMA representatives have been at the library assisting community members.
- Local author's event was held and had a great turnout.
- Land Acknowledgement will be displayed in the library.
- Friends of the Library provided a small food pantry which will be available in the library.

### **Finance Committee:**

Treasurer Rodriguez reported that the payables for August 2023 were presented in the amount of

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\$ 84,519.49.

It was motioned by Trustee Cagney and seconded by Trustee Espinoza to approve the August 2023 payables in the amount of \$ 84,519.49 as presented. Roll Call: Treasurer Rodriguez, Vice-President Evans, Trustees Cagney, Buckley, Kuczak and Espinoza. Nays: None. Absent: President Laureto, Secretary Salinas and Trustee Harris. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending August 31, 2023 was \$ 118,174.27; Berwyn Library Deposit Fund balance ending August 31, 2023 was \$ 1,974,085.73 and the Veverka Fund balance ending August 31, 2023 was \$ 159,364.61.

Treasurer Rodriguez provided a brief update on the FY2024 Budget. She noted that they met with the city's Finance Director, Ben Daish, to discuss the budget and proposed increases with the upcoming Tax Levy. She also discussed the salaries that may increase due to the impending contract negotiations. Treasurer Rodriguez noted that the Finance Committee will meet to review the budget and anticipated approval at the next meeting in October.

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

In the absence of President Laureto, the discussion for Buildings and Grounds was tabled for the next meeting.

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

Trustee Cagney reported that the committee did meet on August 21, 2023

It was motioned by Trustee Espinoza and seconded by Vice-President Evans to approve the Minutes from the Policy and Personnel Committee Meeting of August 21, 2023 as presented. All Trustees present voting aye. Nays: None. Absent: President Laureto, Secretary Salinas and Trustee Harris. Motion carried.

Trustee Cagney briefed the trustees on the revised Director's Evaluation. He noted the committee did meet, however, wanted to further review the evaluation. There was some discussion regarding the current draft of the revised Director's Evaluation and what the final evaluation review process would be. Trustee Cagney will incorporate the proposed changes as discussed.





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It was motioned by Trustee Buckley and seconded by Treasurer Rodriguez to table the Approval of revised Director's Evaluation. All Trustees present voting aye. Nays: None. Absent: President Laureto, Secretary Salinas and Trustee Harris. Motion carried.

### **Veverka Committee:**

The committee did not meet.

### **Strategic Planning Committee:**

The committee did not meet.

### **Friends of the Library**

Minutes of the last meeting were in the packet for informational purposes only. Library Director Sheedy reported that the Friends of the Library provided scholarships to two staff members to be used for their educational purposes.

### **Old Business:**

There was none to report.

### **Unfinished Business:**

Committee Assignments continued to be in the process of being finalized.

### **New Business:**

There was none to report.

### **Adjourned into Closed Session:**





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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 October 2, 2023, at 5:30 p.m.

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

The Policy and Personnel Committee Meeting was scheduled for October 16, 2023, at 6:30 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, pending a full library Board.

#### **Special Committee**





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The Special Committee was not scheduled, to be advised.

Vice-President Evans that the next regularly scheduled Berwyn Public Library Meeting is on Monday, October 16, 2023, at 7:00 p.m.

### **Adjournment:**

It was motioned by Trustee Cagney and seconded by Trustee Buckley to adjourn the meeting at 7:52 p.m. All Trustees present voting aye. Nays: None. Absent: President Laureto, Secretary Salinas and Trustee Harris. Motion carried.

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Maria Salinas, Secretary

