Call to Order:

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

Secretary Maria Salinas called the roll. Board Trustees present: Vice-President Antoine Evans, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustees Pat Cagney, Bridget Buckley, Erika Harris, Angela Kuczak and Ana Espinosa.

A quorum has been established.

A moment of silence was held for Nora Laureto, who recently passed away.

The Pledge to the Flag was recited.

Minutes:

It was motioned by Trustee Cagney and seconded by Trustee Buckley to approve the Open Session Minutes of the meeting of September 18, 2023 as presented. All Trustees present voting aye. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to approve the Closed Session Minutes of the meeting of March 20, 2023 as presented. All Trustees present voting aye. Nays: None. Motion carried.
Open Forum:

Vice-President Evans opened the meeting to public comments.

First Ward Alderman Scott Lennon thanked the Trustees for being on the Library Board. He noted their participation and commitment, in which they take out of their personal lives to be part of something within the city was very powerful and he appreciated their time and thanked them for everything they do.

Directors Report:

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

- ILA conference badges were forthcoming for those trustees who would be attending. She indicated they would be reimbursed for expenses incurred related to mileage, transportation and meals, provided receipts were submitted.
- Fairytale Ball was a great success with over 1,700 people in attendance. She noted it went really well and exceeded their expectations. She noted the attractions went really well and said that next year would be the 15th anniversary of the event and would like to incorporate the library’s 100th anniversary which would be next year. She discussed having an Open House and perhaps a dinner at the library for this celebration. A logo will be created to commemorate this event.
- The dedication ceremonies for the Monarch Waystation and the planting of two trees for Kiwanis is forthcoming.
- Maria Lupercio, Circulation Manager, presented a PowerPoint on the department, which included her staff. She highlighted on the procedures and the various lengthy responsibilities involved in the operations of this department. They also assist the Adult Services Department when necessary. She also noted that they are involved with promoting the library and also collaborate with all event planning for the library.

It was motioned by Secretary Salinas and seconded by Trustee Buckley to accept the Director’s Report as informational. All Trustees present voting aye. Nays: None. Motion carried.
Finance Committee:

Treasurer Rodriguez reported that the minutes from the Finance Committee Meeting of October 2, 2023, would be presented for approval at the next meeting in November.

Treasurer Rodriguez reported that the payables for September 2023 were presented in the amount of $46,002.00.

It was motioned by Secretary Salinas and seconded by Trustee Cagney to approve the September 2023 payables in the amount of $46,002.00 as presented. Roll Call: Vice-President Evans, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Buckley, Harris, Kuczak and Espinoza. Nays: None. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending September 30, 2023 was $118,460.94; Berwyn Library Deposit Fund balance ending September 30, 2023 was $479,370.18 and the Veverka Fund balance ending September 30, 2023 was $159,751.18.

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

Treasurer Rodriguez provided a brief update on the revenue and anticipated expenditures for the proposed FY2024 Budget. First Ward Alderman Lennon briefed on the tax levy that was anticipated for the library to receive. Trustee Cagney asked what is the library’s total share from what is reflected in the property tax bills. First Ward Alderman Lennon briefed on how the taxes are disseminated between all entities. There was a discussion about the possibility of the monies left over from the budget and placing them in a separate reserved library account to ensure funds would be made available for any capital work that may be needed. First Ward Alderman Lennon briefed the Trustees on how the leftover monies would be appropriated. Library Director Sheedy noted that library funds should be kept in a separate account, as required by law. It was noted that this process would be further discussed with Finance Director Ben Daish to have more clarity on the library’s budget fund.

It was motioned by Secretary Salinas and seconded by Trustee Buckley to approve the FY2024 Budget as presented. Roll Call: Vice-President Evans, Secretary Salinas, Treasurer Rodriguez, Trustees Cagney, Buckley, Harris, Kuczak and Espinoza. Nays: None. Motion carried.
Building and Grounds Committee:

Library Director Tammy Sheedy reported a small delay in the current projects, due to delay in materials, but anticipated it wouldn’t impact library operations.

Policy/Personnel Committee:

Trustee Cagney reported that the committee did meet on September 18, 2023

It was motioned by Trustee Cagney and seconded by Vice-President Evans to approve the Minutes from the Policy and Personnel Committee Meeting of September 18, 2023 as presented. All Trustees present voting aye. Nays: None. Motion carried.

Trustee Cagney briefed the trustees on the revised Director’s Evaluation based upon everyone’s feedback.

Vice-President Evans appreciated Trustee Cagney for his work in finalizing the Director’s Evaluation. He also discussed Library Director Sheedy present her self-evaluation to the Trustees at the February 2024 meeting.

It was motioned by Trustee Cagney and seconded by Treasurer Harris to approve the Director’s Evaluation as amended. All Trustees present voting aye. Nays: None. 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 Annual Meeting is on October 21, 2023 and invited all to attend. She noted that the scholarships to two staff members would be presented at this meeting.

**Old Business:**

There was none to report.

**Unfinished Business:**

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

**New Business:**

Vice-President Evans informed the Trustees that he may be moving to Michigan, as he is considering purchasing additional McDonald’s restaurants. He just wanted to make the Trustees aware of his impending plans and noted he may not be able to fulfill his duty as a Library Trustee. Library Director Sheedy noted that election of the new officers would be done at the next meeting in November.

First Ward Alderman Lennon reiterated and thanked the Trustees for their commitment and taking time out of their personal lives to serve on the Library Board. He noted that sometimes this comes with the sacrifice of missing family events and reiterated his appreciation.

There was a discussion about the Trustee Orientation and it was scheduled for November 6, 2023, at 6:00 p.m.

It was motioned by Secretary Salinas and seconded by Trustee Buckley to table the Review of Closed Session Minutes until the next meeting. All Trustees present voting aye. Nays: None. Motion carried.
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 not scheduled, to be advised.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for November 20, 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

The Special Committee was not scheduled, to be advised.

Vice-President Evans that the next regularly scheduled Berwyn Public Library Meeting is on Monday, November 20, 2023, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Buckley to adjourn the meeting at 8:00 p.m. All Trustees present voting aye. Nays: None. Motion carried.

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Maria Salinas, Secretary