



## BERWYN PUBLIC LIBRARY

### **Berwyn Public Library Board Meeting Minutes Monday June 17, 2024 Regular Meeting Berwyn Public Library Board Room**

#### **Call to Order:**

President Cagney called the meeting to order at 7:01 p.m.

Secretary Maria Salinas called the roll. Board Trustees present: President Pat Cagney, Vice-President Erika Harris, Treasurer Marta Rodriguez, Secretary Maria Salinas, Trustees Ana Espinoza and Sandeep Agnihotri. Absent: Trustees Angela Kuczak, Nick DePetrus and Citlaly Gonzalez.

A quorum has been established.

The pledge to the flag was recited.

#### **Minutes:**

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to table the Open Session Minutes of the Regular Meeting of May 20, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak, DePetrus and Gonzalez. Motion carried.

It was motioned by Vice-President Harris and Trustee DePetrus and seconded by Treasurer Espinoza to approve the Closed Session Minutes of the Regular Meeting of May 20, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak, DePetrus and Gonzalez. Motion carried.

Arlington Robinson briefed the Trustees on the instructions for the Drop Box, a shared cloud storage for all library documents.

#### **Open Forum:**

President Cagney opened the meeting for Open Forum.





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Trustee Espinoza thanked Mr. Robinson for his presentation. Treasurer Rodriguez commented on the 100-year anniversary library banners that are displayed outside. She discussed the recipes that were in the library magazine and thought it was a great idea to share out. President Cagney commented on the Berwyn Historical Society and thought it was a good idea for the library to use their available space to display historical items. Vice-President Harris commented on the summer kickoff and noted that it went really well and was well attended. The Trustees welcomed new Trustee Sandeep Agnihotri.

Trustee Gonzalez arrived at 7:15 p.m.

### **Directors Report:**

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

- Summer Reading Challenge Kickoff Event - Library Director Sheedy reported the event was wonderful, the weather was great and there were 320 sign-ups for the reading program. This year they had a DJ instead of a live performer.

President Cagney said she did a wonderful job and noted that the library's vision from the Strategic Planning was posted. He noted there was a lot of interaction with putting dots on the library board for what the community wanted to see in the future.

- Juneteenth event will be held on Tuesday, June 18
- Strategic Planning - a retreat is planned for the staff, board, friends of the library and officers to discuss the next plans. It is anticipated that the Strategic Plan will be approved in January 2025.
- By-Law Review Article 3 – A review of Article 3 of the By-Laws was briefed upon.

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to accept the Director's Report as informational. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **Finance Committee**





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Treasurer Rodriguez reported that the payables for May 2024 were presented in the amount of \$59,413.80.

It was motioned by Treasurer Rodriguez and seconded by Trustee Vice-President Harris to approve the May 2024 payables in the amount of \$59,413.80 as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Espinoza, Gonzalez and Agnihotri. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending May 31, 2024 was \$251,287.87; Berwyn Library Deposit Fund balance ending May 31, 2024 was \$539,502.59; Endowment Fund balance ending May 31, 2024 was \$325,876.34 and Illinois Fund Account balance ending April 30, 2024 was \$1,550,454.47.

Treasurer Rodriguez reported that she, President Cagney and Library Director Sheedy met with Monica Martin and Ben Daish for funding regarding technology. She also noted that the investment options was very limited for the library funds.

It was motioned by Secretary Salinas and seconded by Trustee Gonzalez to accept the Treasurer's Report as informational. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **Policy/Personnel Committee**

Trustee DePetrus reported that the committee met and discussed the Non-Resident Library Card Policy.

It was motioned by Secretary Salinas and seconded by Trustee Gonzalez to approve the Non-Resident Library Card Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **Building and Grounds Committee**

There was none to report. Trustee Gonzalez did noted that it was beautiful to see the Monarch Garden. She said her son loved to help as being a member of the community.

### **Endowment Fund Committee**





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Trustee Espinoza reported that the committee did meet. She discussed the funding guidelines and investment options for the library.

It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to accept the Minutes of the Endowment Committee Meeting of May 20, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **Strategic Planning Committee**

There was nothing to report.

### **Special Committee**

Vice-President Harris reported that the committee did meet. They discussed the Purpose Statement and different ways that the library can get into schools, maybe have a checkout challenge. She also reported that Berwyn School District 100 is implementing a new curriculum for next school year.

### **Friends of the Library**

The Minutes from the last meeting was in the board packet.

### **Old Business:**

There was none to report.

### **Unfinished Business:**

There was none to report.

### **New Business:**

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





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It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to adjourn into Closed Session at 8:15 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

- 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.

### **Adjourned from Closed Session**

It was motioned by Secretary Salinas and seconded by Trustee Gonzalez to adjourn from closed session at 8:3 p.m. All Trustees present voting aye: Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **Reconvene to Open Session**

It was motioned by Secretary Salinas and seconded by Vice-President Harris to reconvene to Open Session at 8:38 p.m. All Trustees present voting aye: Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

### **POSSIBLE ACTION on items discussed in closed session.**

There was none presented.

### **Committee meetings:**

#### **Finance:**

The Finance Committee was scheduled for August 19, 2024, at 6:30 p.m.

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

The Policy and Personnel Committee Meeting was scheduled for August 19, 2024, at 6:00 p.m.

### **Building and Grounds:**





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The Building and Grounds Committee Meeting was not scheduled, to be advised.

### **Endowment:**

The Endowment Fund Committee was not scheduled, to be advised.

### **Strategic Planning:**

The Strategic Committee was not scheduled, to be advised.

### **Special Committee**

The Special Committee was not scheduled, to be advised.

President Cagney announced the next regularly scheduled Berwyn Public Library Meeting is on Monday, August 19, 2024, at 7:00 p.m.

### **Adjournment:**

It was motioned by Secretary Salinas and seconded by Trustee Gonzalez to adjourn the meeting at 8:40 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Kuczak and DePetrus. Motion carried.

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Maria Salinas, Secretary

