



BERWYN PUBLIC LIBRARY

**Berwyn Public Library Board Meeting Minutes
Monday October 21, 2024 Regular Meeting
Berwyn Public Library
Board Room**

Call to Order:

President Cagney called the meeting to order at 7:06 p.m.

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

A quorum has been established.

The pledge to the flag was recited.

Minutes:

It was motioned by Treasurer Rodriguez and seconded by Trustee Espinoza to approve the Open Session Minutes of the Regular Meeting of August 19, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

It was motioned by Vice-President Harris and seconded by Treasurer Rodriguez to approve the Closed Session Minutes of the Regular Meeting of August 19, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

It was motioned by Vice-President Harris and seconded by Treasurer Rodriguez to approve the Open Session Minutes of the Regular Meeting of September 16, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

It was motioned by Treasurer Rodriguez and seconded by Vice-President Harris to approve the Closed Session Minutes of the Regular Meeting of September 16, 2024 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.





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Open Forum:

President Cagney opened the meeting for Open Forum.

Public Comments

There were none presented.

Board Comments

President Cagney reported that Trustee Gonzalez has resigned from the Library Board due to family matters and noted she would be submitting a letter of resignation.

Vice-President Harris noted the addition of the shelf with Book Club picks looked good.

Trustee Espinoza noted that over 1000 surveys were completed.

Directors Report:

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

- 100th Anniversary for the library is scheduled for November 21, 2024 and working on final details. She reminded everyone to RSVP for the event to plan accordingly. She said there will be baskets to be raffled and a split the pot fundraising that is being handled by the Friends of the Library.
- Library Director Sheedy registered for the American Management Training that is being held on December 16, 2024.
- City Council will have a Proclamation for the 100th anniversary of the library.
- DUO Authentication is in progress and was in the testing process.
- Bird is the Word – Personality exercise that was suggested by Trustee Gonzalez.

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





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Finance Committee

Treasurer Rodriguez reported that the payables for September 2024 were presented in the amount of \$63,233.14.

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to approve the September 2024 payables in the amount of \$63,233.14 as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Kuczak, Espinoza and Agnihotri. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending September 30, 2024 was \$338,685.32; Berwyn Library Deposit Fund balance ending September 30, 2024 was \$552,243.64; Endowment Fund balance ending September 30, 2024 was \$334,353.52 and Illinois Fund Account balance ending August 31, 2024 was \$1,578,871.23.

Treasurer Rodriguez noted that they were in the process of opening another account for the new changed name of the Endowment Committee. She also noted that she met with the representatives from the City's Finance Department to discuss the budget.

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

Building and Grounds Committee

Library Director Sheedy reported that the committee did not meet.

Policy/Personnel Committee

It was motioned by Secretary Salinas and seconded by Vice-President Harris to table the Policy/Personnel Committee Minutes of September 16, 2024. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.





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Endowment Fund Committee

Trustee Espinoza reported that the committee did meet. She noted that Karin Nangreave attended the committee meeting to brief on the provisions for changing the Endowment Committee to Board Designated Fund Committee.

Strategic Planning Committee

President Cagney updated on the Strategic Planning. The survey has closed and a total of 1,084 surveys were completed. She noted that staff set up photo displays at various community events for the community to vote on what they would like to see. She also reported that the Focus Groups went really and the library was well represented. He also noted that the Strategic Planning Retreat was scheduled for November 9, 2024. President Cagney encouraged the Board to attend and other stakeholders.

Special Committee

It was motioned by Vice-President Harris and seconded by Secretary Salinas to table the Minutes of the Special Committee Meeting of September 16, 2024. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

Friends of the Library

The Minutes from the last meeting were in the board packet for informational purposes.

Old Business:

There was none to report.

Unfinished Business:

There was none to report.





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New Business:

Library Director Sheedy briefed on the proposed closed days for the Library 2025.

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to approve the 2025 closed days for the library as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

Library Sheedy briefed the Board Meeting dates for 2025

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to approve the 2025 Board Meeting dates as presented. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

Library Director Sheedy briefed on the Morton 201 Foundation and noted that the library has donated \$500.00.

It was motioned by Secretary Salinas and seconded by President Cagney to approve the donation in the amount of \$500.00 for the Morton 201 Foundation. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez. Motion carried.

Adjourned into Closed Session:

There was no need for a Closed Session.

Committee meetings:

Finance:

The Finance Committee was scheduled for November 18, 2024, at 6:30 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was not scheduled, to be advised.





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Building and Grounds:

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, November 18, 024, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to adjourn the meeting at 8:06 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees DePetris and Gonzalez.

Maria Salinas, Secretary

