



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes Monday, November 18, 2024 Regular Meeting Michael Anthony's Pizza Restaurant

Call to Order:

President Cagney called the meeting to order at 7:25 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, Nick DePetrus and Amelia Plunk. Absent: Trustee Sandeep Agnihotri.

A quorum has been established.

The pledge to the flag was recited.

Minutes:

It was motioned by Trustee Espinoza and seconded by Trustee Kuczak to approve the Open Session Minutes of the Regular Meeting of October 21, 2024 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. Motion carried.

It was motioned by Trustee Kuczak and seconded by Vice-President Harris to approve the Open Session Minutes of the Special Meeting of October 21, 2024 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. Motion carried.

Open Forum:

President Cagney opened the meeting for Open Forum.





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Scott Goodman, Vice-President of the Morton Foundation, thanked the library for the Bronze sponsorship donation of \$500.00 and their continued support. He congratulated the library for their 100th year anniversary.

Board Comments

Trustee Espinoza noted that the Strategic Plan retreat went really well. She also noted that the library received a centennial certificate from the Illinois State Historical Society on November 15, 2024.

Trustee Kuczak noted she attended the library's birthday party that was held on November 16, 2024 and said it was awesome.

Vice-President Harris noted she attended the Books and Brew event and said it had a good turnout and was very fun. She said the event was co-sponsored by the Pile Bookstore.

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 have received confirmation of 139 attendees. There will be 15 fun baskets that were donated to the library and they will be raffled and there will also be a split the pot.
- Strategic Plan went really well and the final outcome to be presented around December or January. The results will show what the community wants to see in the library. The strategic planners will perform a facilities assessment. A structural assessment is also planned and research will be done for grant funding these projects.
- Springshare Software is being used for the calendar system. An additional contract was signed with them to send out the surveys for the strategic plan. It will assist in sending blast emails when information is received from the local schools and other information emails. There will be more in-depth training in January for this program. She also noted that there will be an additional cost to integrate the calendar into the website to make it more ADA accessibility.
- Senator Cervantes's office will be doing a turkey give away at the library on November 25, 2024, from 12-2 p.m.
- Molly Mansfield, Adult Service Manager has submitted her resignation effective December 4, 2024.





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

Finance Committee

Treasurer Rodriguez reported that the payables for October 2024 were presented in the amount of \$84,807.99.

It was motioned by Treasurer Rodriguez and seconded by Secretary Salinas to approve the October 2024 payables in the amount of \$84,807.99 as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Kuczak, Espinoza, DePetrìs and Plunk. Nays: None. Absent: Trustee Agnihotri. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending October 31, 2024 was \$339,364.28; Berwyn Library Deposit Fund balance ending October 31, 2024 was \$555,965.73; Endowment Fund balance ending October 31, 2024 was \$335,135.57 and there was no information for the balance of the Illinois Fund Account.

It was motioned by Treasurer Rodriguez and seconded by Trustee DePetrìs to approve the FY25 Budget as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Kuczak, Espinoza, DePetrìs and Plunk. Nays: None. Absent: Trustee Agnihotri. Motion carried.

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

Building and Grounds Committee

Library Director Sheedy reported that the committee did not meet.





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Policy/Personnel Committee

It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to approve the Policy/Personnel Committee Minutes of September 16, 2024 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. Motion carried.

Endowment Fund Committee

Trustee Espinoza reported that at the last meeting it was recommended to change the name of the Endowment Committee to Board Designated Committee.

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to approve the renaming of the Endowment Committee to Board Designated Committee as noted. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. Motion carried.

Strategic Planning Committee

Discussion was during the Director's Report.

Special Committee

It was motioned by Secretary Salinas and seconded by Vice-President Harris to approve the Minutes of the Special Committee Meeting of September 16, 2024 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. 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:

There was none to report.

Adjourned into Closed Session:

It was motioned by Vice-President Harris and seconded by Trustee Espinoza to adjourn into Closed Session at 8:16 p.m. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri. 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 DePetris to adjourn from closed session at 8:56 p.m. All Trustees present voting aye: Nays: None. Absent: Trustee Agnihotri. Motion carried.

Reconvene to Open Session

It was motioned by Secretary Salinas and seconded by Vice-President Harris to reconvene to Open Session at 8:56 p.m. All Trustees present voting aye: Nays: None. Absent: Trustee Agnihotri. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

There was none presented.

Committee meetings:

Finance:

The Finance Committee was not scheduled, to be advised.





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Policy and Personnel:

The Policy and Personnel Committee Meeting was schedule for January 20, 2025 at 6:00 p.m.

Building and Grounds:

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

Board Designated Committee Fund:

The Board Designated 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, January 20, 2025, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to adjourn the meeting at 8:59 p.m. All Trustees present voting aye. Nays: None. Absent: Trustee Agnihotri.

Maria Salinas, Secretary

