



BERWYN PUBLIC LIBRARY

**Berwyn Public Library Board Meeting Minutes
Tuesday, February 18, 2025 Regular Meeting
Berwyn Public Library
Board Room**

Call to Order:

President Cagney called the meeting to order at 7:00 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 DePetris, Sandeep Agnihotri and Amelia Plunk.

A quorum has been established.

The pledge to the flag was recited.

Minutes:

It was motioned by Secretary Salinas and seconded by Vice-President Harris to approve the Open Session Minutes of the Regular Meeting of January 20, 2025 as presented. All Trustees present voting aye. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee DePetris to move the approval of Closed Session minutes of the Regular Meeting of January 20, 2025 after closed session. All Trustees present voting aye. Nays: None. Motion carried.

Open Forum:

President Cagney opened the meeting for Open Forum.





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There were no public comments.

Board Comments

Vice-President Harris discussed and read the email that the library received from a patron that was appreciative of how the library was celebrating Black History month.

Trustee DePetris discussed the Friends of the Library event he attended. He said that it was great to see many people from the community supporting the mission of the library.

Vice-President Harris also commented on the webinar for Social Media Governance that was attended by some Trustees. She talked about the first amendment, which local libraries are subjected to. She noted that it also talked about a recommendation for the adoption of a comment policy so it can be neutral.

President Cagney talked about best practices as advised by the library's attorney and noted it was a good idea to have a comment policy and possibly add a disclaimer to each trustee's personal account.

Trustee Espinoza said she was not present for the Mini-Golf event, however, noted it was well attended and it seemed like it was a good time had by all. Trustee DePetris also said it was wonderfully showcased and had a great time.

Directors Report:

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

- Presentation - Christine Lojewski, Community Engagement Manager presented on her department.

She talked about the Department of Justice to help with immigration forms. She briefed the Trustees on what it entails. She noted that she was very involved with this and there was a discussion about planning a "know your rights" seminar. She noted that due to the current Executive Orders, she had noticed that there are high stress levels for both patrons and staff.





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She talked about Patron Point Software and said it was a good tool for newsletters and can also be used as a live calendar for registration of events. The program also gives you the option to select which language you want to use. They also plan the Trivia Night for the library.

Vice-President Harris thanked Ms. Lojewski for all the work that she does and noted she was very visible in the schools. All the Trustees thanked Ms. Lojewski for her presentation and all that she does.

- Rethinking Libraries – There was a review of the Mission and Vision statements that were proposed.
- Rethinking Libraries – Representatives will be on site on March 3, 2025 for staff input for the facilities assessment.
- In-Service Day – Scheduled for April 8, 2025, which is also National Library Worker Day. HR Source will provide the training. There will be a Disc Assessment (personality trait) and also a training on management and teamwork.
- District 98 Benefit Dinner – Scheduled for March 22, 2025. Trustees will need to notify Tammy by March 10 if they plan on attending the event.
- Painting Dedication – Scheduled for March 22, 2025, at 1:00 p.m., for painting that is on the lower level. Sandra Lopez, representative from the Berwyn Art Initiative will be present.
- Laconi Trustee Banquet – Scheduled for May 30, 2025. Trustees will need to notify Tammy if they plan on attending.
- Shredding Event – Scheduled for June 13, 2025, at the Library's off-site parking lot.
- ATLAS Event – Scheduled for March 14-15, 2025, for all library Directors to network. Tammy indicated she would be attending.

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

Finance Committee

Treasurer Rodriguez reported that the payables for January 2025 were presented in the amount of \$55,094.37.





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It was motioned by Secretary Salinas and seconded by Trustee Agnihotri to approve the January 2025 payables in the amount of \$55,094.37 as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Kuczak, Espinoza, DePetris, Agnihotri and Plunk. Nays: None. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending January 31, 2025 was \$346,811.06; Berwyn Library Deposit Fund balance ending January 31, 2025 was \$564,744.24; Board Designated Committee Fund balance ending January 31, 2025 was \$337,545.35 and Illinois Fund Balance ending on December 31, 2024 was 1,604,970.97.

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

Building and Grounds Committee

Library Director Sheedy reported that she had emailed a wish list to the Board.

Policy/Personnel Committee

Trustee DePetris reported that the committee did meet and only had minutes to approve.

It was motioned by Treasurer Rodriguez and seconded by Secretary Salinas to approve the Policy/Personnel Committee Minutes of January 21, 2025 as amended. All Trustees present voting aye. Nays: None. Motion carried.

Board Designated Endowment Fund Committee

Trustee Espinoza reported that the committee did not meet.

Strategic Planning Committee

Library Director Sheedy reported that the committee did not meet.





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Special Committee

Vice-President Harris reported that the committee met earlier today. She discussed having a student book club in the library.

Friends of the Library

The Minutes from the last meeting were in the board packet for informational purposes. They were currently planning the Gail Lofgren Fundraiser.

Old Business:

There was none to report.

Unfinished Business:

Library Director will share the Board Committee assignments with the Trustees.

New Business:

Approval of Strategic Plan for 2025-2030

It was motioned by President Cagney and seconded by Vice-President Harris to approve the Strategic Plan for 2025-2030 as amended. All Trustees present voting aye. Nays: None. Motion carried.

Library Closed for April 8, 2025 In-Service Day

It was motioned by Secretary Salinas and seconded by Trustee Plunk to approve to close the Library on April 8, 2025 In-Service Day. All Trustees present voting aye. Nays: None. Motion carried.

Adjourned into Closed Session:

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to adjourn into Closed Session at 8:22 p.m. All Trustees present voting aye. Nays: None. Motion carried.

- a. Closed Session under ILCS 5 120/2C(1) To consider appointment, employment, compensation,





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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 Plunk to adjourn from closed session at 8:51 p.m. All Trustees present voting aye: Nays: None. Motion carried.

Reconvene to Open Session

It was motioned by Secretary Salinas and seconded by Trustee Espinoza to reconvene to Open Session at 8:52 p.m. All Trustees present voting aye: Nays: None. Absent: Trustee Agnihotri. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

Minutes:

It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to approve the Closed Session Minutes of the Regular Meeting of January 20, 2025 as presented. All Trustees present voting aye. Nays: None. Motion carried.

Committee meetings:

Finance:

The Finance Committee was scheduled for March 10, 2025 at 7:00 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for March 17, 2025 at 6:30 p.m.

Building and Grounds:

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

Board Designated Committee Fund:





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The Board Designated Committee Fund was scheduled for March 17, 2025 at 6:15 p.m.

Strategic Planning:

The Strategic Committee was not scheduled, to be advised.

Special Committee

The Special Committee was scheduled for March 17, 2025 at 6:00 p.m.

President Cagney announced the next regularly scheduled Berwyn Public Library Meeting is on Monday, March 17, 2025, at 7:00 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to adjourn the meeting at 9:04 p.m. All Trustees present voting aye. Nays: None. Motion carried.

Maria Salinas, Secretary

