



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Meeting Minutes Monday, May 19, 2025 Regular Meeting Berwyn Public Library Board Room

Call to Order:

President Cagney called the meeting to order at 7:07 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, Nick DePetrìs and Claudia Flores. Absent: Trustees Ana Espinoza and Amelia Plunk.

A quorum has been established.

The pledge to the flag was recited.

Minutes:

It was motioned by Vice-President Harris and seconded by Trustee Kuczak to approve the Open Session Minutes of the Regular Meeting of March 17, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

It was motioned by Treasurer Rodriguez and seconded by Trustee DePetrìs to approve the Open Session Minutes of the Regular Meeting of April 21, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Open Forum:

President Cagney opened the meeting for Open Forum.

Public Comments and Correspondence

There were no public comments.

Board Comments

There were none presented.



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Directors Report:

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

- Strategic Plan – Updates will be provided on a monthly basis as goals are attained. The furniture that was part of the plan has been ordered. She noted that a voting board has been displayed for patron feedback.
- Springshare – Meeting has been scheduled for the updated website and noted that some goals have been accomplished that was part of the work plan.
- Professional Development – Library Director Sheedy has registered for an AI webinar.
- Laconi Trustee Banquet – Scheduled for May 30, 2025. A final rsvp is due to for all Trustees who plan on attending.
- Portrait of a Soldier – Former Governor Pat Quinn will be at the library on May 22, 2025 for the unveiling of the “Portrait of a Soldier” exhibit that will take place on the main floor.
- Summer Reading Kickoff – Scheduled for June 7, 2025 from 10:00 a.m. – 12:00 p.m. The event will be shared with the local schools.
- Books to Movie Event – On July 17, 2025, with the first one being Wizard of Oz.
- Cross Town Exotics – Programming that involved different kinds of reptiles on July 19, 2025
- Pool Party – Scheduled for Sunday, July 27, 2025 at the Berwyn Recreation Center from 6:00 – 8:00 p.m.
- Microsoft 365 rollout is almost ready, all Trustees will need to schedule and appointment with the IT Department to have access to their email.

President Cagney discussed an event that the Friends of the Library will sponsor for Pride Month on June 4, 2025 at the library. He noted that it would involve a local film director and three films will be shown. He also noted that it hasn’t been confirmed, but the Friends of the Library may also sponsor an event for the 30th anniversary of BUNGALO. He briefed the Trustees on the history of the origin of this event which is geared towards the LGBTQ community.

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

Finance Committee

Treasurer Rodriguez reported that the payables for April 2025 were presented in the amount of \$74,706.03.



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It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to approve the April 2025 payables in the amount of \$74,706.03 as presented. Roll Call: President Cagney, Vice-President Harris, Treasurer Rodriguez, Secretary Salinas, Trustees Kuczak, DePetrakis and Flores. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending April 30, 2025 was \$380,305.14; Berwyn Library Deposit Fund balance ending April 30, 2025 was \$580,244.60; Board Designated Committee Fund balance ending April 30, 2025 was \$339,926.10 and the Illinois Fund Balance ending on March 31, 2025 was 1,622,834.30.

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: Trustees Espinoza and Plunk. Motion carried.

Treasurer Rodriguez reported that she along with Library Director Sheedy and President Cagney met with the city's Finance Department to discuss the budget and planning for next year. They had asked for additional monies from the Tax Levy, but that was not attainable. She noted that they are meeting again in July for the budget planning.

President Cagney noted that the budget for next year is anticipated to be approved at the September 2025 meeting.

Building and Grounds Committee

Library Director Sheedy reported that the tuckpointing repair has been completed on all the 62 windows and panels on the second floor.

The roofing repair has started on May 19, 2025, which included the replacement of the membrane around the roof.

It was motioned by Secretary Salinas and seconded by Treasurer DePetrakis to table the Building and Grounds Committee Meeting Minutes of April 16, 2025. All Trustees present voting Aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Policy/Personnel Committee

Trustee DePetrakis reported that the committee did meet to review the policies that were revised.

It was motioned by Trustee DePetrakis and seconded by Vice-President Harris to approve the revised Notary Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.



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It was motioned by Trustee DePetrus and seconded by Secretary Salinas to approve the 3-Year Review of the Credit Card Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Board Designated Endowment Fund Committee

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to table the Board Designated Endowment Fund Committee Meeting Minutes of April 21, 2025. All Trustees present voting Aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Special Committee

Vice-President Harris reported that the committee did meet. She noted that the Irving Book Club was a big success and it was lots of fun. She said the teacher was hoping that this program can continue for the next school year. She also noted that Prairie Oak may also join this book club for next year.

Friends of the Library

Library Director Sheedy reported that the minutes from the last meeting were in the board packet for informational purposes. She noted that are seeking various volunteer opportunities for the summer events. President Cagney noted that this was a very engaged group and briefed on how the Friends are looking to promote their group and what being involved would entail.

Old Business:

There was none to report.

Unfinished Business:

There was none to report.

New Business:

There was none to report.

Adjourned into Closed Session:

It was motioned by Secretary Salinas and seconded by Treasurer Rodriguez to adjourn into Closed Session at 7:45p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.



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- 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 Vice-President Harris to adjourn from closed session at 8:06 p.m. All Trustees present voting aye: Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Reconvene to Open Session

It was motioned by President Cagney and seconded by Secretary Salinas to reconvene to Open Session at 8:07 p.m. All Trustees present voting aye: Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

POSSIBLE ACTION on items discussed in closed session.

Minutes:

It was motioned by Treasurer Rodriguez and seconded by Trustee Kuczak to approve the Closed Session Minutes of the Regular Meeting of March 17, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

It was motioned by Trustee DePetrus and seconded by Treasurer Rodriguez to approve the Closed Session Minutes of the Regular Meeting of April 16, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Committee meetings:

Finance:

The Finance Committee was not scheduled, to be advised.

Policy and Personnel:

The Policy and Personnel Committee Meeting was scheduled for June 16, 2025 at 6:30 p.m.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for June 16, 2025 at 6:15 p.m.



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Board Designated Committee Fund:

The Board Designated Committee Fund was scheduled for June 16, 2025 at 6:00 p.m.

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, June 16, 2025, at 7:00 p.m.

Adjournment:

It was motioned by Treasurer Rodriguez and seconded by Secretary Salinas to adjourn the meeting at 8:10 p.m. All Trustees present voting aye. Nays: None. Absent: Trustees Espinoza and Plunk. Motion carried.

Maria Salinas, Secretary