



## BERWYN PUBLIC LIBRARY

### **Berwyn Public Library Board Meeting Minutes Monday, June 16, 2025 Regular Meeting Berwyn Public Library Board Room**

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

President Cagney called the meeting to order at 7:13 p.m.

Secretary Maria Salinas called the roll. Board Trustees present: President Pat Cagney, Vice-President Erica Harris, Secretary Maria Salinas, Trustees Nick DePetrìs, Claudia Flores, Ana Espinoza and Amelia Plunk. Absent: Treasurer Marta Rodriguez and Trustee Angela Kuczak.

A quorum has been established.

The pledge to the flag was recited.

#### **Minutes:**

It was motioned by Vice-President Harris and seconded by Trustee Espinoza to approve the Open Session Minutes of the Regular Meeting of May 19, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

#### **Open Forum:**

President Cagney opened the meeting for the Open Forum.

#### **Public Comments**

There were no public comments.

#### **Correspondence**

There was a letter from Santiago "Jim" Ramos announcing that the All Berwyn Committee has been abolished after 16 years and has made their last donation to the library in the amount of \$150.00.

#### **Board Comments**



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Vice-President Harris noted that she attended several library events including the Summer Kickoff for reading and was excited to see students from Irving School at these events.

Trustee DePetrìs noted that the Summer Kickoff was fun and gave kudos to the team for organizing the event.

Trustee Espinoza noted it was fun to see the excitement of the people who were receiving books.

Library Director Sheedy thanked the Trustees who attended the events.

President Cagney noted that the Trivia Night at James Joyce was really nice and everyone seemed to enjoy it.

Vice-President Harris also said that she attended the Laconi Banquet and said the event was really nice and noted there were a couple of authors who were the keynote speakers.

Library Director Sheedy noted that the Trustee Day conference in October will be local this year and will share the information once it is available.

### **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 Translation Committee has been formed, however, are still in the process of what materials/programs will be translated.
- Summer Reading Kickoff – The event was a success and went really well. Over 568 have been registered for the reading program.
- Sunday Hours – The Memorandum of Understanding has been signed and approved by the Union. The library will not be open on Sundays during the summer and there will be programming by the Community Engagement Department.
- Multi-Factor Authentication – Staff were having issues with the authentication process and were encouraged to contact their union if they have questions or issues.
- Morton 201 Foundation – Library was asked to be a sponsor as they have been in the past. The donation amount will be on the agenda for approval next month.
- Narcan Law – Law has been signed into effect and it was noted that she will work on ways to obtain it so the library can have it.
- Security at the library was discussed, staff and patrons have commented not feeling safe. There was a discussion of what would be most feasible for the library to ensure that everyone feels safe.



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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: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

### **Finance Committee**

Secretary Salinas reported on behalf of Treasurer Rodriguez and noted that the payables for May 2025 were presented in the amount of \$106,519.35.

It was motioned by Secretary Salinas and seconded by President Cagney to approve the May 2025 payables in the amount of \$106,519.35 as presented. Roll Call: President Cagney, Vice-President Harris, Secretary Salinas, Trustees DePetrìs, Flores, Espinoza and Plunk. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

Secretary Salinas reported that the Library Restricted Grant Funds balance ending May 31, 2025 was \$381,197.20; Berwyn Public Library Deposit Fund balance ending May 31, 2025 was \$583,832.61; Board Designated Committee Fund balance ending May 31, 2025 was \$340,723.47 and the Illinois Fund Balance ending on April 30, 2025 was 1,628,748.39.

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: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

### **Building and Grounds Committee**

Library Director Sheedy reported that the roof repair was completed and that there have not been any issues with leakage at any of the windows.

It was motioned by Trustee Plunk and seconded by Treasurer DePetrìs to approve the Building and Grounds Committee Meeting Minutes of April 21, 2025. All Trustees present voting Aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

### **Policy/Personnel Committee**

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

It was motioned by Trustee DePetrìs and seconded by Secretary Salinas to approve the revised Collection Management Policy as presented. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.



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It was motioned by Trustee DePetrìs and seconded by Secretary Salinas to approve the Youth Makerspace Waiver as presented. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

It was motioned by Trustee DePetrìs and seconded by Secretary Salinas to table the Meeting Room Policy, pending staff feedback. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

It was motioned by Secretary Salinas and seconded by Treasurer Plunk to approve the Personal and Policy Committee Meeting Minutes of May 19, 2025. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

### **Board Designated Endowment Fund Committee**

Trustee Espinoza reported that the committee did meet to discuss what would be the new name for the committee.

It was motioned by Trustee Espinoza and seconded by Secretary Salinas to rename the Board Designated Endowment Fund Committee to the Berwyn Public Library Fund. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

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

### **Special Committee**

Vice-President Harris reported that the committee did meet.

It was motioned by Vice-President Harris and seconded by Secretary Salinas to table the Special Committee Meeting Minutes of April 21, 2025. All Trustees present voting Aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

### **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 they did not meet in June. She also noted that they would be



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sponsoring the dedication for the bricks event on June 24, 2025 at the 30<sup>th</sup> anniversary of the Bungalo event at 6:00 p.m.

### **Old Business:**

There was none to report.

### **Unfinished Business:**

There was none to report.

### **New Business:**

Library Director Sheedy reported that in view of resuming Sunday hours, they will need to close the library on September 21, 2025 for the Fairy Tale Ball.

It was motioned by Secretary Salinas and seconded by Trustee DePetrìs to approve the closing of the library on September 21, 2025 as noted. All Trustees present voting Aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

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

There was no need for a Closed Session.

### **Minutes:**

It was motioned by Trustee Plunk and seconded by Trustee Flores to approve the Closed Session Minutes of the Regular Meeting of May 19, 2025 as presented. All Trustees present voting aye. Nays:

### **Committee meetings:**

#### **Finance:**

The Finance Committee was not scheduled, to be advised.

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

The Policy and Personnel Committee Meeting was scheduled for August 18, 2025 at 6:30 p.m.



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### **Building and Grounds:**

The Building and Grounds Committee Meeting was scheduled for August 18, 2025 at 6:00 p.m.

### **Berwyn Public Library Fund:**

The Berwyn Public Library Fund was scheduled for September 15, 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, August 18, 2025, at 7:00 p.m.

### **Adjournment:**

It was motioned by Secretary Salinas and seconded by Trustee Plunk to adjourn the meeting at 8:15 p.m. All Trustees present voting aye. Nays: None. Absent: Treasurer Rodriguez and Trustee Kuczak. Motion carried.

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Maria Salinas, Secretary