



## BERWYN PUBLIC LIBRARY

### **Berwyn Public Library Board Meeting Minutes Monday, November 17, 2025 Regular Meeting Berwyn Public Library Board Room**

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

President Cagney called the meeting to order at 7:05 p.m.

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

A quorum has been established.

The pledge to the flag was recited.

#### **Minutes:**

It was motioned by Secretary Salinas and seconded by Trustee DePetrìs to table the Open Session Minutes of the Regular Meeting of October 20, 2025. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

#### **Open Forum:**

President Cagney opened the meeting for Open Forum.

#### **Public Comments**

There were none presented.

#### **Correspondence**

There was a Senate Resolution 104 from the Illinois State Library that was disbursed for the Trustees to review.

There was also a letter from the PAV YMCA looking for volunteers to assist in packing food boxes.



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### Board Comments

President Cagney reported that he attended the Grease Event at Morton West High School and said that it was a really nice event. He noted there were other organizations present supporting the event. He said he met with Kevin, who took them on a tour of the library at Morton West. He said it was really nice and encouraged the Trustees to spend time or visit other libraries to gain ideas. He indicated that when they have the next play in March at Morton East High School, they would visit their library. He also mentioned that the libraries from South Berwyn School District 100 remodeled all their school libraries.

Treasurer Rodriguez thanked all the Trustees for their support at her father's memorial celebration.

Secretary Salinas said Treasurer Rodriguez and her sister provided an amazing performance at their father's memorial and that it meant a lot to her and her family.

### Directors Report:

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

- Strategic Planning Updates – a meeting was held with department managers to see what goals have been accomplished in 2025 and what are the goals for 2026. She will be meeting with Rob and Jan on December 2, 2025, to finalize how they did in 2025 and to prepare for what is needed for 2026.
- In-Service – Scheduled for November 20, 2025, library will be closed and a training for this session would be on Mental Health and First Aid.

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

### Finance Committee

Treasurer reported on the payables for October 2025 were presented in the amount of \$80,375.83.

It was motioned by Treasurer Rodriguez and seconded by Secretary Salinas to approve the October 2025 payables in the amount of \$80,375.83 as presented. Roll Call: President Cagney, Vice-President



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Harris, Treasurer Rodriguez, Secretary Salinas, Trustees DePetrís, Flores, Espinoza and Kuczak. Nays: None. Absent: Trustee Plunk. Motion carried.

Treasurer Rodriguez reported that the Library Restricted Grant Funds balance ending October 31, 2025 was \$385,779.04; Berwyn Library Deposit Fund balance ending October 31, 2025 was \$344,818.79; Berwyn Public Library Fund balance (formerly Endowment Fund) ending October 31, 2025 was \$603,340.44 and Illinois Fund Account balance ending October 31, 2025 was \$1,665,122.32.

Treasurer Rodriguez noted that there was an account opened for the transferring of endowment funds received. It was discussed that all funds relating to endowments will be transferred to this account.

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

### **Building and Grounds Committee**

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to table the Building and Grounds Committee Meeting of October 20, 2025. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

Library Director Sheedy noted that the Friends of the Library will pay for the new Circulation Desk layout. She disseminated copies of how the layout would look.

It was motioned by Secretary Salinas and seconded by Trustee Flores to approve the new Circulation Desk Layout as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

### **Policy/Personnel Committee**

Trustee DePetrís reported that the committee did meet and requested approval for the Personnel Committee Meeting Minutes of June 16, 2025, August 18, 2025 and October 20, 2025. He also noted that some policies were reviewed and recommended for approval as noted below.

It was motioned by Trustee DePetrís and seconded by Trustee Espinoza to approve the Policy/Personnel Policy Committee Minutes of June 16, 2025 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.



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It was motioned by Trustee DePetrìs and seconded by Secretary Salinas to approve the Policy/Personnel Policy Committee Minutes of August 18, 2025 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

It was motioned by Trustee DePetrìs and seconded by Trustee Flores to approve the Policy/Personnel Policy Committee Minutes of October 20, 2025 as amended. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

It was motioned by Trustee DePetrìs and seconded by Vice-President Harris to approve the Library Resources and Services for Minors (Free Access for Minors Statement) as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

It was motioned by Trustee DePetrìs and seconded by Treasurer Rodriguez to reapprove the Investment Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

### **Berwyn Public Library Fund (formerly Endowment Fund)**

Trustee Espinoza requested to table the minutes from the Berwyn Public Library Fund Committee Meeting Minutes of September 15, 2025.

It was motioned by Trustee Espinoza and seconded by Secretary Salinas to table the Berwyn Public Library Fund Committee Minutes of September 15, 2025. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

### **Special Committee**

Vice-President Harris reported that the committee did meet. She also requested the approval of the Special Committee Meeting Minutes for September 15, 2025.

It was motioned by Vice-President Harris and seconded by Trustee Espinoza to approve the Special Meeting Committee Meeting Minutes of September 15, 2025 as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

Vice-President Harris reported that the Irving School Book Club has started with about 10 students.

### **Friends of the Library**

There was no information to report.



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### **Old Business:**

There was none to report.

### **Unfinished Business:**

There was none to report.

### **New Business:**

Library Days Closed Calendar for 2026

Library Director Sheedy asked the Trustees to consider closing the library the day after the Fairy Tale Ball. She noted that this would alleviate the schedule for this event. She indicated she had many people who called off the day after when it was recently held. She indicated that they are planning to have it on September 20 or 27, depending on the availability by the park district.

There was a discussion about changing the Columbus Day to Indigenous Peoples' Day. The name will be changed and reflected on the library's calendar. There was a discussion about the library being opened on President's Day and Indigenous Peoples' Day. Library Director Sheedy noted that this change has to go through the Union and would need to be considered at their next contract. This would allow staff to have 2 additional personal days.

It was motioned by Secretary Salinas and seconded by Trustee Kuczak to table the Library Days Closed Calendar for 2026. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

Library Facilities Assessment

It was discussed that the Trustees will reviewed the proposed Library Facilities Assessment and plan for approval at the next meeting in January.

It was motioned by Secretary Salinas and seconded by Vice-President Harris to table the Library Facilities Assessment. All Trustees present voting aye. Nays: None. Absent: Trustee Plunk. Motion carried.

### **Adjourned into Closed Session**

There was no need for a closed session.



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It was motioned by Secretary Salinas and seconded by Trustee DePetrìs to table the Closed Session Minutes of October 20, 2025. All Trustees present voting aye. Nays: None. Absent: Trustee 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 January 19, 2025 at 6:30 p.m.

#### **Building and Grounds:**

The Building and Grounds Committee Meeting was scheduled for January 19, 2025 at 6:00 p.m.

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

The Berwyn Public Library Fund was scheduled for January 19, 2025 at 6:15 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, January 19, 2025, 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: Trustee Plunk. Motion carried.

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Maria Salinas, Secretary