



Minutes

1. Call to order

President Brauer called the meeting to order at 7:02 p.m. Secretary DeRosa was present.

2. Roll call/Trustee Requests to Attend Meeting via Electronic Means

Upon roll call, Trustees Boland, Brauer, DeRosa, Jefferson, Snyder and Westhoff were physically present. Trustee Puklin was absent.

3. Approval of Agenda

President Brauer approved the agenda as presented by general consent.

4. Introduction of Visitors

In attendance were Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Finance Manager Mary Myers, Collection Services Manager Violet Jaffe, Adult Services Manager Brian Herner, Youth and Teen Services Manager Kathy Burns, Communications Manager Andrea Lublink, Librarian Brooke Cusmano, Librarian Emily Patti, Technology Support Specialist Ethan Hoegler, Human Resources Associate Terry Versen, Friends of the Library representative Meg Cipar and Emilie Cheng.

5. Public Comment

There was no public comment this month.

6. Liaison Reports

a. Friends of the Library

Friends representative Meg Cipar reported the Friends had a successful pop-up sale on August 12, with proceeds of almost \$400. The Friends also have acquired two new members. The next book sale will be held on October 13-15, 2023.

b. Palatine Public Library District Foundation

Trustee Jefferson reported that the Foundation met on July 20. The Foundation gave an end of fiscal year gift of \$5,000 to the Library. The Foundation is planning a Giving Tuesday campaign. The next meeting is August 17.

c. Reaching Across Illinois Library System (RAILS) /Illinois Library Association (ILA)

Trustee DeRosa reported that October 1-7 is Banned Books Week. There will be a Zoom presentation, "Book Challenges on the Rise – Support Your Freedom to Read" on October 2 for those interested in current book challenges and implications on censorship. ILA also has some upcoming events regarding this topic.

7. Unfinished Business

a. Remodeling updates: 2nd floor staff areas

Kristin Richardson of Engberg Anderson reported that the final concepts of the staff area remodel are being refined with the cost estimates being confirmed. The costs have decreased due to more specific engineering designs. The bid results for the staff area should be complete and ready for presentation to the Board in October.

8. New Business

a. Certification of the Illinois Public Library Annual Report (IPLAR) to the State Library

Trustee DeRosa moved, seconded by Trustee Snyder, approval of certification of the Illinois Public Library Annual Report (IPLAR) to the State Library. The report contains statistical information compiled at fiscal year end and is required to be submitted annually.

Roll call vote:

Ayes:	Boland, Brauer, DeRosa, Jefferson, Snyder and Westhoff
Nays:	None
Abstain:	None
Absent:	Puklin
Vote:	Motion carried

9. President's Report

a. Review of library board advocacy activities

President Brauer reported on the upcoming Legislative Luncheon to be held by the Hoffman Estates Chamber of Commerce on September 15. Trustee Boland and Executive Director Dilger plan to attend. President Brauer also requested that the approval process of closed session committee meetings be expedited in a quicker fashion and how it would be beneficial to approve the closed session items when they are still fresh on everyone's mind.

10. Treasurer's Report

Treasurer Boland reported that a \$580K deficit is due to a four-month delay of property tax income. Finance Manager Mary Myers reported this also happened last year with the library receiving the funds late, so this issue will correct itself when the taxes come in.

11. Director's Report

a. Year in review

Executive Director Dilger reported on the library's fiscal year end statistical data, citing the changing trends of the library including member count, types of materials utilized by members, subject areas, meeting and study room usage, one-on-one assistance requests and volunteer demographics.

b. American Library Association Conference staff reports

Executive Director Dilger reported that several staff attended the American Library Association Conference in Chicago on June 23-26, 2023. The following staff provided a report on one of the sessions they attended: Andrea Lublink, Brian Herner, Brooke Cusmano, and Emily Patti. Carly Thompson's notes were presented at the meeting.

12. Committee Reports

a. Board Development Committee

A survey was finalized and sent to trustees on August 3 and is to be completed and returned by August 25. The committee will meet September 14.

b. Building and Grounds Committee

No report.

c. Decennial Committee

No report.

d. Director Evaluation Committee

No report.

e. Finance Committee

Trustee Boland reported that the committee met on August 15. Items discussed were budget and appropriations processes.

f. Minutes Review Committee

The committee will meet February 9, 2024, at 11:00 a.m.

g. Policy Committee

The committee will meet September 21.

h. Strategic Planning Committee

No report.

13. Consent agenda

a. Approval of Minutes

- i. Board Development Committee meeting of July 13, 2023
- ii. regular meeting of July 18, 2023
- iii. Minutes Review Committee meeting of July 28, 2023

b. Approval of Warrant 2024-02 in the amount of \$739,576.60

c. Approval of closed session minutes

- i. regular meeting of February 21, 2023
- ii. regular meeting of March 21, 2023
- iii. regular meeting of April 18, 2023

d. Approval of publication of closed session minutes no longer requiring confidential treatment

- i. regular meeting of February 21, 2023
- ii. regular meeting of April 18, 2023

e. Approval to destroy recordings of closed session minutes

- i. closed session of April 20, 2021
- ii. closed session, part 1 of December 21, 2021
- iii. closed session, part 2 of December 21, 2021

Trustee Snyder moved, seconded by Trustee Boland, approval of the consent agenda as presented.

Roll call vote:

Ayes: Boland, Brauer, DeRosa, Jefferson, Snyder and Westhoff
Nays: None
Abstain: None
Absent: Puklin
Vote: Motion carried.


14. Correspondence

Board emails were read aloud with all positive feedback regarding the flying of the Pride flag outside of the library. Patron requests included using a Pride flag that includes the black and brown chevron and also flying the flag all the time.

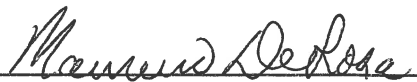
15. Adjournment

President Brauer adjourned the meeting at 8:17 p.m.

Approved: 9-19-23



Debby Brauer, President



Maureen DeRosa, Secretary