



Minutes

1. Call to order

President Snyder called the meeting to order at 7:00 p.m. Secretary Westhoff was present.

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

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

Trustee Boland moved, seconded by Trustee Puklin, approval for Trustee Brauer to attend the meeting remotely due to illness. President Snyder approved the motion as presented by general consent. Trustee Brauer joined the meeting via MS Teams.

3. Approval of Agenda

President Snyder 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 Assistant Manager Lizette Ayala, Technology Associate Rolando Medrano, Friends of the Library representative Meg Cipar, Teen Advisory Board representatives Sameer Ilyes and Dylan Bago, and Emilie Cheng, member. Technology Manager Susan Conner and administrative associate Karla Nora attended remotely via MS Teams.

5. Public Comment

None.

6. Liaison Reports

a. Friends of the Library

Friends representative Meg Cipar reported the Friends will meet March 22 to discuss repricing some items and another potential pop-up sale. The Friends had a successful book sale on February 10-12 with about \$14,000 in sales. The next book sale will be June 23-25.

b. Palatine Public Library District Foundation

Trustee Jefferson reported that the Foundation met on March 2 and discussed fundraising for new story boards for the StoryWalk this spring. The Foundation has \$23,870.86 in its bank account. Its next meeting will be March 22.

c. Reaching Across Illinois Library System /Illinois Library Association

Trustee Boland reported that there is a call for witness slips for House Bill 2789, which will require each Illinois library that receives state grants to have an anti-book banning policy or to adopt the American Library Association's Library Bill of Rights. The bill was passed out of committee and will be going to the Illinois House of Representatives for a vote.

d. Teen Advisory Board (TAB) Liaison

Sameer Ilyes reported that TAB is making appreciation cards for library staff in honor of Library Worker's Day on April 25.

7. Unfinished Business

None.

8. New Business

a. Resolution 2023-05 for Xiang Li in appreciation of service

Trustee DeRosa read Resolution 2023-05 in recognition of Xiang Li's service to the Palatine Public Library District. Trustee DeRosa moved, seconded by Trustee Boland, approval of this resolution.

Roll call vote:

Ayes:	Boland, Brauer, DeRosa, Jefferson, Puklin, Snyder, and Westhoff
Nays:	None
Abstain:	None

Absent: None
Vote: Motion carried

b. Strategic Planning

Committee Chair Brauer reported that the Planning Committee met on March 15 with the staff strategic planning team to discuss goals and expectations. Executive Director Dilger will send out a request for proposal for a consultant. The committee will meet on Wednesday, April 12, at 7:00 p.m. to review the consultant proposals. The committee will interview consultants on Tuesday, April 18, at 5:00 p.m. and will have a recommendation at the April 18 Board meeting.

c. Board development and training: discuss next steps for equity, diversity, and inclusion (EDI)

Trustees discussed training needs as a follow-up to their last EDI training at the Schaumburg library. Trustees agreed that they would like more training regarding how to respond to public comments and how to structure policy to support EDI. President Snyder appointed a new Board Development Committee whose goal is to identify and recognize ongoing education and training to include EDI. President Snyder appointed Trustee Boland as chair and Trustees DeRosa and Puklin as members.

d. Approval of contract with AVI for audio-visual upgrades in Meeting Room 1 in the amount of \$80,000

Technology Manager Susan Conner reported on audio-visual needs for Meeting Room 1 and reviewed the proposed contract and expenses for upgrades. She advised that funding for this project is already in the Fiscal Year 2023 budget. The actual amount of the contract from AVI is \$74,495.00.

Trustee Jefferson moved, seconded by Trustee Boland, to award contract for audio-visual upgrades in Meeting Room 1 to AVI in an amount not to exceed \$74,495.00.

Roll call vote:

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

9. President's Report

a. Review of Library Board advocacy activities

Trustee Westhoff attended the Palatine State of the Village address on March 1.

10. Treasurer's Report

Treasurer Jefferson reviewed the finance manager's highlights of expenses for the month ending February 28, 2023. He reported that the Library's cash on hand is good and income from property taxes is being received. The Library is 100% funded on pension and healthcare costs.

11. Director's Report

Executive Director Dilger reported that the Library had a staff development half-day training in February. The Library will be requesting two full days of training in Fiscal Year 2024 to cover all required training topics and enrichment for staff. Dilger reviewed the Digital Library of Illinois statistics and noted that Palatine Library is the second busiest library in terms of circulation. Dilger reviewed Library circulation statistics and reported that there has been a 58% increase at the Rand Road branch as well as an increase at the North Hoffman branch.

a. LibLearnX Conference report

Lizette Ayala, Adult Services Department assistant manager, provided a report on sessions she attended at the LibLearnX Conference in New Orleans in January. She highlighted information she learned regarding selecting books for Spanish-speaking learners, how to build partnerships through outreach, and how to get staff to participate in strategic planning.

12. Committee Reports

a. Building and Grounds Committee

Committee Chair Westhoff reported the committee met on March 21 prior to the regular Board meeting. Engberg Anderson Architects has provided three options for renovation of the staff office space and staff lounge on the second floor.

b. Decennial Committee

No report.

c. Finance Committee

No report.

d. Planning Committee

Committee Chair Brauer reported on this committee earlier in the meeting under item 8.b.

e. Policy Committee

The committee did not meet in March. The next meeting will be Thursday, April 6, and the committee will review Policy 10—Digital and Maker Resources.

13. Consent agenda

a. Approval of Minutes

i. regular Board meeting of February 21, 2023

b. Approval of Warrant 2023-09 in the amount of \$723,959.38

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

Roll call vote:

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

14. Correspondence

The Library received a thank you note from Imagine POC for donating to their event. The Library also received a handwritten thank you note from a former Library member expressing how grateful her family was to the Palatine Library for the opportunities it had provided her family.

15. Closed session for the purpose of deliberations concerning sale of property in compliance with 5 ILCS 120/2 (c) (1)

Trustee Boland moved, seconded by Trustee DeRosa, to go into closed session for the purpose of deliberations concerning sale of property in compliance with 5 ILCS 120/2 (c) (1).

Roll call vote:

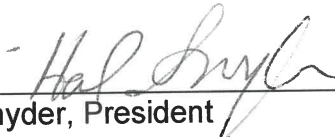
Ayes: Boland, Brauer, DeRosa, Jefferson, Puklin, Snyder, and Westhoff
Nays: None
Abstain: None
Absent: None
Vote: Motion carried.

The Board went into closed session at 8:02 p.m. and reconvened to open session at 8:12 p.m.

16. Adjournment

President Snyder adjourned the meeting at 8:12 p.m.

Approved: 4-18-23



Hal Snyder, President



Jeffrey Westhoff, Secretary