



## **Minutes**

### **1. Call to order**

President Brauer called the meeting to order at 7:05 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, Puklin, Snyder, and Westhoff were physically present.

### **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, Youth & Teen Services Manager Kathy Burns, Library Associate Paloma Linares, Library Associate Glenda Kosulic, Administrative Associate Karla Nora, Friends of the Library representative Meg Cipar, Emilie Cheng, Phillip Solzan, Vicki Wilson, Cherie Humphrey, Tom Morrison, and Lisa Moran.

### **5. Public Comment**

Phillip Solzan thanked the board and Library staff for recognizing June as Pride month and for providing Pride information to members of the community. Solzan voiced support for the anti-book banning legislation which was recently signed by the governor.

Vicki Wilson voiced opposition to the displaying of the Pride flag outside the library, the Pride book displays in the kid's area, and the Pride craft kits. Wilson supported only flying the American flag at the library.

Tom Morrison voiced opposition to the displaying of other flags outside the library besides the American flag and the POW/MIA flag.

Lisa Moran commented that the board does not acknowledge the Pledge of Allegiance and asked the board to consider adding this to their agenda.

## **6. Liaison Reports**

### **a. Friends of the Library**

Friends representative Meg Cipar reported the Friends are working on their upcoming book sale which is June 23-25, 2023. Book sale prices are the following: hard cover books are \$2.00; DVDs are \$1.00; blue rays are \$2.00; audio books are \$2.00; and the 2023 books are \$4.00. The specialty room will have author signed books and book sets.

### **b. Palatine Public Library District Foundation**

Trustee Jefferson reported that new StoryWalk boards are up at Hamilton Reservoir and thanked all the sponsors, the Friends of the Library, and Palatine Park District, who helped with the StoryWalk. The Foundation met on May 18 and looked at software databases for fundraising. The Foundation has \$26,088.67 in its bank account. The next meeting is June 22 at 4:30 p.m.

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

Trustee Boland reported that Illinois House Bill 2789 regarding an anti-book banning policy was signed into law by the governor. The next step is to create rules of how the grant recipients will comply with the law.

The License to Read Act was signed into law and grants the State Librarian to negotiate with publishers of e-books to reduce licensing costs.

The Illinois General Assembly appropriated \$5.5 million to be used for technology advances in libraries. This could potentially be used for broadband for members.

RAILS and ILA will be developing training for trustees in the fall.

## **7. Unfinished Business**

### **a. Approval of Working Budget Fiscal Year 2023-2024**

Trustee Boland moved, second by Trustee Jefferson, approval of the Working Budget Fiscal Year 2023-2024 as presented. Executive Director Dilger reported that the budget was posted, and no public comment was received. There were slight adjustments in the internet line due to current negotiations and the Capitol Projects fund due to some payments in FY23 and FY24.

Roll call vote:

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

b. Strategic planning update

President Brauer reported that the planning committee met with Library staff on June 5 to work on a timeline for phone interviews and focus groups. The interviews are in progress and the community survey will be conducted in July. In September, the survey results and interviews will be summarized to prepare for the strategic planning workshop on October 21.

c. Member Services remodel update

Executive Director Dilger reported that the Member Services remodel project is on schedule and construction work should be done this week. Shelving and bins will arrive next week. The new desks will not arrive until July so staff will continue working at the temporary locations.

d. Approve contract for architectural work with Engberg Anderson in the amount of \$180,000

Trustee Westhoff moved, seconded by Trustee Snyder, approval of contract for architectural work with Engberg Anderson of \$180,000 as presented. This contract is for the second-floor staff office renovation.

Roll call vote:

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

## 8. New Business

None.

## 9. President's Report

### a. Review of library board advocacy activities

Trustee Snyder will staff the Library's booth on July 2 at the Hometown Fest. Trustee Westhoff will walk in the Fourth of July parade on July 1. Trustee Boland will staff the Library's booth at Street Fest in August. President Brauer recently toured the Boston Public Library.

### b. Appointment of standing committees

#### i. Building and Grounds Committee

President Brauer appointed Trustee Westhoff as Chair and Trustee Jefferson as member of the Buildings and Grounds Committee.

#### ii. Director Evaluation Committee

President Brauer appointed Trustee Jefferson as Chair and Trustees Brauer and Westhoff as members of the Evaluation Committee.

#### iii. Finance Committee

President Brauer appointed Trustee Boland as Chair and Trustees DeRosa and Westhoff as members of the Finance Committee.

#### iv. Policy Committee

President Brauer appointed Trustee Puklin as Chair and Trustee Snyder as member of the Policy Committee.

### c. Appointment of special committees

#### i. Board Development Committee

President Brauer appointed Trustee DeRosa as Chair and Trustees Boland, Puklin and Snyder as members of the Board Development Committee.

ii. Minutes Review Committee

President Brauer appointed Trustee Snyder as Chair and Trustee Puklin as member of the Minutes Review Committee.

iii. Strategic Planning Committee

President Brauer appointed herself as Chair and Trustees Jefferson and Westhoff as members of the Strategic Planning Committee.

d. Appoint RAILS/ILA Liaison

President Brauer appointed Trustee DeRosa as the RAILS/ILA Liaison

**10. Treasurer's Report**

Treasurer Boland introduced the Finance Manager's highlights of expenses for the month ending May 31, 2023. Finance Manager Mary Myers reported that the library is in good financial shape.

**11. Director's Report**

Executive Director Dilger reported that May was a busy month preparing for the summer reading program and completing staff evaluations. Dilger reviewed Collection Services statistics regarding diversity in collections.

**12. Committee Reports**

a. Board Development Committee

Committee Chair Boland reported that the committee met on June 5. The committee is reviewing an existing survey and making sure it is up to date. The committee will have the board take the survey to identify gaps in training.

b. Building and Grounds Committee

No report.

c. Decennial Committee

Committee Chair Brauer reported that this committee had its first meeting prior to the board meeting.

d. Finance Committee

No report.

e. Planning Committee

The committee will resume meetings after the October 21 strategic planning workshop if not needed sooner.

f. Policy Committee

The committee did not meet, and the next meeting is to be determined.

**13. Consent agenda**

a. Approval of Minutes

- i. Finance Committee meeting of April 26, 2023
- ii. Nominating Committee meeting of May 10, 2023
- iii. regular meeting of May 16, 2023
- iii. Board Planning Committee meeting of June 5, 2023

b. Approval of Warrant 2023-12 in the amount of \$692,048.60

c. Approval of Ordinance 2023-06 Authorizing Levy of an Additional Tax for the Purchase of Sites and buildings; for the Construction and Equipment of Buildings; for the Rental of Buildings Required for Library Purposes; and for the maintenance, Repairs, and Alteration of the Library Building and Equipment

Trustee Snyder moved, seconded by Trustee Boland, 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 letter from the Illinois Secretary of State announcing the award of the Per Capita Grant in the amount of \$131,857.63.

**15. Adjournment**

President Brauer adjourned the meeting at 7:50 p.m.

Approved: *July 18, 2023*

*Debby Brauer*  
Debby Brauer, President

*Maureen DeRosa*  
Maureen DeRosa, Secretary

