



Minutes

1. Call to order

President Brauer called the meeting to order at 7:05 p.m. Secretary DeRosa was physically present.

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

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

Trustee Snyder moved, seconded by Trustee Boland, to allow Trustee Westhoff to attend remotely due to illness.

Roll call vote:

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

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 and Teen Services Manager Kathy Burns, Technology Support Specialist Ethan Hoegler, Library Associate Joy Hammuck, Administrative Associate Karla Nora, and member Emilie Cheng.

5. Public Comment

There was no public comment this month.

6. Liaison Reports

a. Friends of the Library

Executive Director Dilger reported that she attended the Friends meeting last week and provided them with information about the upcoming renovation and its impact on the first floor meeting rooms. The Friends are getting ready for the next book sale on October 13-15 and will be at the Palatine Farmer's Market on September 30 to promote the sale.

b. Palatine Public Library District Foundation

Executive Director Dilger reported that the Foundation will meet on September 21. They plan to discuss donor tracking software, a Giving Tuesday event, and their annual campaign in November.

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

Trustee DeRosa reported that early registration for the ILA conference closes on October 2. Trustee Brauer will be attending the conference.

In late August, the Secretary of State distributed 27 million in state grants to Illinois libraries and there were 20 million visits to libraries in Illinois over the past year. Trustee DeRosa shared information on two events during the Banned Books Week October 1-7: "Fighting Book Bans" on October 2 at 7:00 p.m. at the library and a virtual multi-library program "Book Challenges on the Rise: Support Your Freedom to Read" on October 2 at 7:00 p.m.

d. Teen Advisory Board (TAB)

No report.

7. Unfinished Business

a. Second floor staff area remodel

Executive Director Dilger reported that the library went out for bids on September 12 for the second floor staff area remodel. There is a pre-bid meeting on September 20 for contractors. If trustees receive questions from contractors,

they should refer them to the architect so that everyone gets the same answers. The library's independent contractor will review the bids.

8. New Business

a. Approval of Ordinance 2024-01 Budget and Appropriations 2023-2024

Trustee Snyder moved, seconded by Trustee Boland, that Ordinance 2024-01, an Ordinance providing for the Budget and Appropriations of the Palatine Public Library District, Cook County, Illinois for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024, be adopted as presented.

Roll call vote:

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

b. Authorization of interfund transfers

- i. Transfer \$1,000,000 from corporate fund to special reserve fund
- ii. Transfer \$71,000 from corporate fund to tort immunity fund
- iii. Transfer \$566,050 from corporate fund to bond fund

Trustee Boland moved, seconded by Trustee Snyder, approval of the transfer of \$1,000,000 from corporate fund to special reserve fund, the transfer of \$71,000 from corporate fund to tort immunity fund, and the transfer of \$566,050 from corporate fund to bond fund as presented.

Roll call vote:

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

9. President's Report

a. Review of library board advocacy activities

Trustees Boland and Brauer attended the Hoffman Estates Chamber of Commerce Legislative Breakfast and met with legislators. Trustees Snyder and Westhoff attended the Palatine Rotary Oktoberfest.

10. Treasurer's Report

Treasurer Boland reported that the Library still has a deficit due to property taxes not being received until December, however there is \$7.5 million in savings.

11. Director's Report

Executive Director Dilger reported that she and three other library staff worked at the Palatine Rotary Oktoberfest as institutional members of the Rotary. Dilger thanked all those who participated and said the event raises about \$80,000 for community organizations. Dilger has been working on coordinating the second-floor construction project, strategic planning, and migrating to a new payroll system.

a. Summer reading program wrap-up report

Kathy Burns, Youth & Teen Services Manager, reported that the Library had a great summer reading program which ran June 1 to August 7. Of the 5,217 registered participants, 59.5% completed the program, which is up 9% from the previous year. Both branches increased their registration and completion. There were about 60 teen and tween volunteers who assisted with the program. Programs were hosted to go along with the theme, Dive into Reading, and the baby shark race was a favorite. Burns thanked the Friends of the Library for their donation to the program for prizes.

Executive Dilger and the Board of Trustees thanked Violet Jaffe, Collection Services Manager, for her service to the Library and congratulated her on her new position of Library Director at the Art Institute of Chicago.

12. Committee Reports

a. Board Development Committee

The committee met on September 7 and Trustee Boland compiled all of the survey results and tasks. The next meeting is Friday, October 20, and they will develop a list of resources for trustees.

b. Building and Grounds Committee

No report.

c. Decennial Committee

No report.

d. Director Evaluation Committee

No report.

e. Finance Committee

The next meeting will be Wednesday, November 1 at 7:00 p.m.

f. Minutes Review Committee

No report.

g. Policy Committee

The committee will meet Thursday, September 21, at 9:30 a.m. to review Policy 3—Library Operations.

h. Strategic Planning Committee

The strategic planning consultant, Essentiam, will present their research on Tuesday, October 17 at 6:00 p.m. prior to the regular board meeting at 7:30 p.m. The Strategic Planning Committee workshop will be on Saturday, October 21.

13. Consent agenda

a. Approval of Minutes

- i. Board Development Committee meeting of August 3, 2023
- ii. regular meeting of August 15, 2023

b. Approval of Warrant 2024-03 in the amount of \$784,086.13

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

Roll call vote:

Ayes: Boland, Brauer, DeRosa, Puklin, Snyder and Westhoff

Nays: None
Abstain: None
Absent: Jefferson
Vote: Motion carried.


14. Correspondence

None.

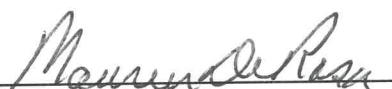
15. Adjournment

President Brauer adjourned the meeting at 7:41 p.m.

Approved: 10-17-23



Debby Brauer, President



Maureen DeRosa, Secretary