



Minutes

1. Call to order

President Brauer called the meeting to order at 7:40 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

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

Roll call vote:

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

4. Introduction of Visitors

In attendance were Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Youth & Teen Services Manager Kathy Burns, Finance Manager Mary Myers, Finance Associate Karla Nora, Teen Advisory Board representative Veronica True, and member Emilie Cheng.

5. Public Comment

None.

6. Liaison Reports

a. Friends of the Palatine Library

No report.

b. Palatine Public Library Foundation

Trustee Jefferson reported that the Foundation met on Thursday, February 27, and discussed sponsorship opportunities for the Library's 100th anniversary celebration mini-golf event and the StoryWalk. The Foundation has \$48,137.62 in its account. The next meeting will be Thursday, March 21.

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

Trustee DeRosa reported that the American Library Association reported a record number of book challenges which is up 65% over the previous year with more group challenges rather than individual challenges. The Illinois Library Association (ILA) Conference is October 8-10 in Peoria. The ILA Library Trustee Spring Forum virtual workshops are on Saturday, April 6, and Saturday, May 4. The new iLEAD Trustee Training portal has been launched, and there is a free workshop in person and live streamed on Thursday, May 9, at 1:00 pm and 6:00 p.m. in Lake Zurich.

d. Teen Advisory Board (TAB)

Teen Advisory Board representative Veronica True reported that TAB had events with Elderwerks participants and will be creating cards for Library staff and Trustees for Library Worker's Day in April. TAB volunteers participated in the St. Patrick's Day parade.

7. Unfinished Business

a. Staff area renovation update

Trustee Westhoff reported that the Buildings and Grounds Committee met in March and the second-floor staff area renovation is going well and should be done by mid-May. The Administration department moved into a temporary location in the renovated second-floor staff workroom. Lighting control expenses were much less than expected.

All four elevators need to have their control panels changed, and it will cost \$80,000 per elevator to refit controls and another \$25,000 to update the cab if desired. Executive Director Dilger recommended proceeding with refitting the controls for the two garage elevators this year and the other two elevators at another time. The Board directed the committee to proceed with that recommendation.

8. New Business

a. Approve of days closed for FY 2024-2025

Trustee Boland moved, seconded by Trustee Snyder, approval of days closed for FY 2024-2025 as presented.

Roll call vote:

Ayes:	Boland, Brauer, DeRosa, Jefferson, Puklin, Snyder, and Westhoff
Nays:	None
Abstain:	None
Absent:	None
Vote: <input type="checkbox"/>	Motion carried

9. President's Report

a. Review of Library Board advocacy activities

Trustee Westhoff participated in the St. Patrick's Day parade. Trustee DeRosa and Executive Director Dilger attended the Palatine State of the Village event. Assistant Director Gardner attended the Hoffman Estates State of the Village event. President Brauer advised that there is a LACONI Trustee Banquet on Friday, May 3, at 6:00 p.m., and reminded trustees to file their Statement of Economic Interest by May 1. The 100th Anniversary apparel is available for purchase on the Library's website.

10. Treasurer's Report

Treasurer Boland reported that the Library is on track with spending.

11. Director's Report

Executive Director Dilger reported that Darcie Abreu will be the new human resources manager and will start April 21. Karla Nora will now be responsible for payroll duties,

and Terry Versen, HR associate, will be retiring April 25. The assistant director position has been posted internally.

Executive Director Dilger discussed the Winter Reading Challenge Report prepared by Paloma Linares and reported that reading completion rates continue to go up each year. Dilger shared payroll reports and discussed turnover rates. HR staff are learning to use the Paylocity app for open enrollment of benefits this May, and staff will be able to enroll online.

a. LibLearnX Conference Report

Assistant Director Gardner attended the LibLearnX conference in January and gave a presentation on the sessions she attended.

12. Committee Reports

a. Building and Grounds Committee

The committee met March 7, and the next meeting is Thursday, April 4.

b. Decennial Committee

Community partners have been invited and confirmed for May and June meetings.

c. Finance Committee

The committee will meet Friday, April 26, at 1:00 pm to discuss non-corporate funds and on Tuesday, April 30, at 1:00 pm to discuss corporate funds.

d. Lock Box Committee

The committee met Saturday, March 2. They reviewed the contents of the lockbox and found new items to be added to the record.

e. Minutes Review Committee

The next committee meeting will be in July.

f. Policy Committee

The committee will meet April 2 at 1:00 p.m. to review Policies 1 and 2.

13. Consent agenda

a. Approval of Minutes

- i. Decennial Committee meeting of February 20, 2024
- ii. regular Board meeting of February 20, 2024
- iii. Committee to Review Contents of Lockbox meeting of March 2, 2024

b. Approval of Warrant 2024-09 in the amount of \$815,831.04

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.

15. Correspondence

Executive Director Dilger shared a thank you letter from Partners for Our Community (POC) for attending their fundraiser.

16. Adjournment

President Brauer adjourned the meeting at 8:28 p.m.

Approved: 4/16/24

Debby Brauer
Debby Brauer, President

Maureen DeRosa
Maureen DeRosa, Secretary

