

WARRENVILLE PUBLIC LIBRARY DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, August 16, 2023

1. Call to order – Trustee DuRocher called the meeting to order at 7:01 p.m.
2. Roll Call – Trustee DuRocher called roll call

ATTENDING: Trustees DuRocher, Lezon, Picha, Stull

ABSENT: Trustees Richardson, Schmidt, Warren

ALSO ATTENDING: Library Executive Director Jason Stuhlmann, Assistant to the Executive Director Jackie Davis, HR Manager Ian Stevens, Marketing and Communications Manager Kathy Gaydos, Acquisitions & Cataloging Manager MaryKellie Marquez, Member Services Manager Laurie Rex

3. Approval of the agenda

Trustee DuRocher amended the agenda as follows:

- a. Remove item 7.e – "Approve updated Intergovernmental Agreement with LIMRICC" from the consent agenda
- b. Remove item #19 – "Closed Session" from the agenda
- c. Move item #20 – "Action Resulting from Closed Session" to the regular agenda as #8.c. – Determination of Closed Session Minutes

MOTION: Trustee Stull moved to approve the agenda as amended. Trustee Lezon seconded.

Voice vote:

Ayes – all

Nays – none

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

4. Presentations - none
5. Public comments – none
6. Correspondence – Director Stuhlmann stated the library received information from Attorney Ritzman regarding the Budget and Appropriation Ordinance.
7. Consent Agenda

Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the July 19, 2023 Regular Board Meeting
- b. Receive and File Financial Report for July 2023

- c. Approve Annual Statement of Income & Disbursements for FY 2023
- d. Approve Public Disclosure of "Total Compensation" posting for Fiscal Year Ending June 30, 2024 as required by Illinois Public Act 97-0609

MOTION: Trustee Picha moved to approve the consent agenda as read. Trustee Lezon seconded.

Roll call vote:

Ayes – Trustee DuRocher, Lezon, Picha, Stull

Nays – None

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

8. Regular Agenda

- a. Approve payments for the period of July 20, 2023 – August 16, 2023

MOTION: Trustee Stull moved to approve payments in the amount of \$47,785.02 for the period of July 20, 2023 through August 16, 2023 including electronic payments and checks #9514 through 9553. Trustee Lezon seconded.

Roll call vote:

Ayes – Trustee DuRocher, Lezon, Picha, Stull

Nays – None

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

- b. Approve transfer of funds

MOTION: Trustee Picha moved to transfer \$175,000.00 from commercial checking account to operating checking account. Trustee Stull seconded.

Roll call vote:

Ayes – Trustee DuRocher, Lezon, Picha, Stull

Nays – None

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

- c. Determination of Closed Session Minutes

MOTION: Trustee Stull moved to keep closed all of the closed session minutes that are currently closed. Trustee Picha seconded.

Roll call vote:

Ayes – Trustee DuRocher, Lezon, Picha, Stull

Nays – None

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

9. Unfinished Business – none

10. New Business

a. Review and Approve Illinois Public Library Annual Report for FY2023

Trustee Picha asked if there are any consequences if the report is not filed. Director Stuhlmann stated it would affect the Per Capita Grant funds the library receives.

Trustee Stull suggested a bookmark be made with some of the fun facts from the report.

Director Stuhlmann stated there is a section on Capital Expenditures which are only estimates. These are items that may need to be replaced or repaired in the future.

MOTION: Trustee Stull moved to approve the Illinois Public Library Annual Report for FY2023. Trustee Lezon seconded.

Voice vote:

Ayes – all

Nays – none

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

11. Director's Report

a. Early Polling Place – Director Stuhlmann stated we were not selected to be an early voting location. The Election Commission thought the available library spaces were too small.

b. Director Stuhlmann stated after reviewing the 2004 Plat of Survey, he determined the fountain is on City property, not Library property.

A neighboring townhome inquired if the parking spaces on Stafford Place belong to them and did not want library staff parking there. Director Stuhlmann sent multiple documents as proof the parking spaces do belong to the library.

c. Open Meeting Act Training (OMA) – Director Stuhlmann asked if the board officers should retake the OMA training every year. After discussion, it was the consensus of the board that any new trustees and two OMA designees, on a rotating basis every two years, would take the training.

12. Department Head Reports

- Trustee Picha stated she likes the Safety Committee is focusing on weather emergencies.
- Trustee Picha asked who covers the IT Department when Duncan Jones is on vacation. Director Stuhlmann stated Duncan reviewed items with him and there is a list of available contractors to call if needed.
- Trustee Stull asked if the open position has been filled. HR Manager Ian Stevens stated they have been interviewing, with a few scheduled for next week.

13. President's Report – Trustee DuRocher stated the next meetings are:

- a. Budget & Appropriation Public Hearing on Wednesday, September 20, 2023 at 7 p.m.
- b. Regular Board Meeting on Wednesday, September 20, 2023
- c. Decennial Committee on Local Government Efficiency on Wednesday, October 18, 2023 at 6 p.m.
- d. Regular Board Meeting on Wednesday, October 18, 2023 at 7 p.m.

14. Treasurer's Report – Trustee Lezon reported everything looks good.

15. Secretary's Report – Trustee Stull reported everything looks good.

16. Committee Reports – none

17. Trustee Comments

Trustee Stull stated she enjoyed Kaleidoscope Eyes, a Beatles tribute band on August 10.

Trustee Lezon stated she was happy to see the library is offering a sugar skull painting program. Kathy Gaydos stated last year skulls were extremely well done. She also stated the library will be hosting Day of the Dead Ofrendas again this year with various community groups crafting ofrendas and having them on display in the library.

18. Items for information and/or discussion - none

19. Adjournment

*MOTION: Trustee Stull moved to adjourn the regular meeting at 7:32 p.m.
Trustee Lezon seconded.*

Voice vote:

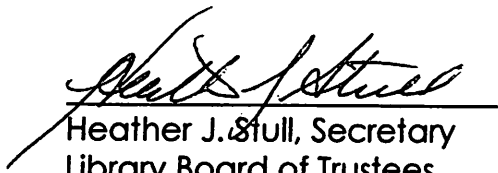
Ayes – all

Nays – none

Absent – Trustees Richardson, Schmidt, Warren

Motion carried

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Heather J. Stull", is written over a horizontal line.

Heather J. Stull, Secretary
Library Board of Trustees
Warrenville Public Library District