

WARRENVILLE PUBLIC LIBRARY DISTRICT
Regular Meeting of the Board of Trustees
Wednesday, December 13, 2023

1. Call to order – Trustee DuRocher called the meeting to order at 7:01 pm
2. Roll Call

ATTENDING: Trustees DuRocher, Lezon (arrived 7:05 pm), Picha, Schmidt, Stull, Warren

ABSENT: Trustees Richardson

ALSO ATTENDING: Library Director Stuhlmann, Assistant to the Director Jackie Davis, Public Services Manager Paul Dobersztyn, Marketing and Communications Manager Kathy Gaydos, Acquisitions and Cataloging Manager MaryKellie Marquez, Member Services Manager Laurie Rex, IT Manager Duncan Jones, HR Manager Ian Stevens

3. Approval of the agenda

Trustee DuRocher removed #19 – Closed Session

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

Voice vote:

Ayes – all

Nays – none

Absent – Trustee Richardson

Motion carried

4. Presentations - none
5. Public Comments – none
6. Correspondence – none

Trustee Lezon arrived at this time

7. Consent Agenda

Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the November 15, 2023 Regular Board Meeting

- b. Approve Minutes of the November 15, 2023 Truth in Taxation Public Hearing
- c. Receive and file Financial Report for November 2023
- d. Certify Statement of Economic Interest List and Authorize Submission of Information to DuPage County
- e. Adopt Ordinance #23-24-05 Ordinance Fixing Regular Meetings for 2024
- f. Authorize library staff to submit to the Illinois State Library the:
 - i. FY24 Public Library Per Capita Grant Application, and
 - ii. FY22 Public Library Per Capita Grant Expenditure Report, and
 - iii. Certification of Eligibility for Grants Pursuant to 75 ILCS 10/

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

Roll call vote:

Ayes: Trustees DuRocher, Lezon, Picha, Schmidt, Stull, Warren

Nays: none

Absent: Trustee Richardson

Motion carried

8. Regular Agenda

- a. Approve payments for the period of November 16, 2023 – December 13, 2023.

MOTION: Trustee Stull moved to approve payments in the amount of \$60,110.15 for the period of November 16, 2023 through December 13, 2023 including electronic payments and checks #9692 through #9733. Trustee Warren seconded.

Roll call vote:

Ayes: Trustees DuRocher, Lezon, Picha, Schmidt, Stull, Warren

Nays: none

Absent: Trustee Richardson

Motion carried

b. Transfer of funds

MOTION: Trustee Picha moved to transfer \$225,000.00 from commercial checking account to operating checking account. Trustee Warren seconded.

Roll call vote:

Ayes: Trustees DuRocher, Lezon, Picha, Schmidt, Stull, Warren

Nays: none

Absent: Trustees Richardson

Motion carried

9. Unfinished Business

a. Air conditioning screen project

Director Stuhlmann stated he contacted the City of Warrenville code official regarding what type of fencing/barrier is required. The code officer stated the barrier needs to be a fence, however not sound absorbing. One bid has been received which is significantly lower than the noise absorbing barrier and is currently waiting on a second bid.

Director Stuhlmann stated he plans to order a new plat of survey for this project.

Some additional landscaping will be needed in the spring. Trustee Schmidt stated she will give Director Stuhlmann names of native shrubs that could be considered.

Director Stuhlmann stated the goal is to have the barrier installed by the end of May 2024.

b. Policy #230 Collection Development

MOTION: Trustee Stull moved to approve Policy #230 Collection Development policy as presented. Trustee Schmidt seconded.

Director Stuhlmann stated a paragraph was added to this updated version stating the library will not withdraw materials merely because individuals or groups object to the material.

Trustee Stull asked if there would ever be a circumstance where the library would consider removing an item. Director Stuhlmann stated there are a number of reasons for an item to be weeded or withdrawn as part of the collection evaluation and management. The optimum goal would be to shift the item to a more suitable collection if age appropriateness was the issue.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Schmidt, Stull, Warren

Nays – none

Absent – Trustee Richardson

Motion carried

c. Policy #290 Statement of Concern

MOTION: Trustee Schmidt moved to approve Policy #290 Statement of Concern. Trustee Lezon seconded.

Director Stuhlmann stated there were no new changes other than grammar/typo updates since this policy was presented in November.

This new policy is more in the spirit of promoting intellectual freedom.

Roll call vote:

Ayes – Trustees DuRocher, Lezon, Picha, Schmidt, Stull, Warren

Nays – none

Absent – Trustee Richardson

Motion carried

10. New Business – none

11. Director's Report

- Director Stuhlmann stated he included a "Year in Review" to show the Board what they accomplished in 2023 and thanked them for all their hard work.
- The Calendar of Responsibilities for 2024 outlines by month the responsibilities of the Board.
- Director Stuhlmann stated SWAN will have a new app available to the public in January and the old one should be deleted from devices.
- Director Stuhlmann stated a donation was received from Vivian Lund.

12. Department Head Reports

a. Logo Update Presentation

The Marketing Department – Kathy Gaydos and David Cassara gave a presentation on the library's new logo. They explained the process of designing and developing the new logo.

The plan is to start placing the new logo on library materials and publicity pieces beginning April 2024. The implementation plan will take approximately 3 months.

13. President's Report

Trustee DuRocher stated the dates for the upcoming meetings. Trustees DuRocher and Picha will not be in attendance at the January 2024 meeting.

14. Treasurer's Report – Trustee Lezon stated everything looks good.
15. Secretary's Report – Trustee Stull stated everything looks good.
16. Committee Reports - none
17. Trustee Comments

Trustee Schmidt stated she registered for the Public Library Association Conference being held in Ohio in April 2024.

18. Items for information and/or discussion – none
19. Adjournment

*MOTION: Trustee Warren moved to adjourn the regular meeting at 8:05 pm.
Trustee Lezon Seconded.*

Voice vote:

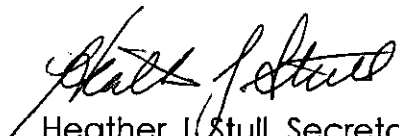
Ayes – all

Nays – none

Absent – Trustee Richardson

Motion carried.

Respectfully submitted,



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