

**WARRENVILLE PUBLIC LIBRARY DISTRICT**  
**Minutes of the**  
**Regular Meeting of the Board of Trustees**  
**Wednesday, December 14, 2022**

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

2. Roll Call

ATTENDING: Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka (arrived at 7:05 pm) Stull, Warren

STAFF ATTENDING: Library Director Sandy Whitmer, Assistant to the Director Jackie Davis, Public Services Manager Paul Dobersztyn, Marketing Specialist Kathy Gaydos, Acquisitions and Cataloging Manager MaryKellie Marquez, Member Services Manager Laurie Rex, HR Manager Ian Stevens

PUBLIC ATTENDING: Jason Stuhlmann

- a. Approve Remote Attendance and Participation – no request for remote attendance and participation were received.

3. Approval of the agenda

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

*Voice vote:*

*Ayes – all*

*Nays – none*

*Absent – Trustee Ruzicka*

*Motion carried*

4. Presentations – None

5. Public Comments – None

6. Correspondence – None

Trustee Ruzicka arrived at this time – 7:05 pm

7. Consent Agenda - Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the November 16, 2022 Committee of the Whole Meeting
- b. Approve Minutes of the November 16, 2022 Truth in Taxation Public Hearing
- c. Approve Minutes of the November 16, 2022 Regular Board Meeting
- d. Approve Minutes of the November 29, 2022 Committee of the Whole Meeting
- e. Approve Minutes of the November 29, 2022 Committee of the Whole Closed Session
- f. Approve Minutes of the December 5, 2022 Committee of the Whole Meeting
- g. Approve Minutes of the December 5, 2022 Committee of the Whole Closed Sessions #1 and #2
- h. Approve Minutes of the December 6, 2022 Committee of the Whole Meeting
- i. Approve Minutes of the December 6, 2022 Committee of the Whole Closed Session
- j. Certify Statement of Economic Interest List and Authorize Submission of Information to DuPage County
- k. Adopt Ordinance #22-23-04 Fixing Regular Meetings for 2023

- l. Adopt Resolution No. 225 Designating an Authorized Agent to the Illinois Municipal Retirement Fund
- m. Adopt Resolution No. 226 Authorizing Membership in the Libraries of Illinois Risk Agency
- n. Authorize library staff to submit the FY23 Public Library Per Capita Grant Application and FY21 Expenditure Report to the Illinois State Library

*MOTION: Trustee Warren moved to approve the consent agenda as read. Trustee Richardson seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

8. Regular Agenda

- a. Approve payments for the period of November 17 – December 14, 2022

*MOTION: Trustee Picha moved to approve payment of invoices in the amount of \$51,768.68 for the period of November 17, 2022 through December 14, 2022 including electronic payments and checks #9135-9178. Check #9163 is voided. Trustee Stull seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

- b. Approve Transfer of Funds

*MOTION: Trustee Picha moved to transfer \$150,000 from commercial checking account to operating checking account. Trustee Ruzicka seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

9. Unfinished Business – None

10. New Business

- a. Consider continuation of livestreaming, recording and posting meeting recordings to YouTube.

After discussion, the consensus of the Board was to continue live streaming and recording the meetings especially since staff watch the recordings.

## 11. Director's Report

- Director Whitmer stated an email reminder from DuPage County regarding the Economic Interest statements will be sent to each trustee and should arrive around February 1, 2023. The statement is to be submitted online by May 1.
- Director Whitmer stated that as of today, three candidates have filed for the April 4 Consolidated Election for trustee. They are Heather Stull, Rick Warren and Connie Schmidt. Filing remains open until Monday, December 19 at 5 pm.
- Director Whitmer stated she attended the LIRA renewal meeting for the property insurance in November. Premiums will be decreasing slightly for the renewal.
- Trustee Warren asked what the difference is between a crime policy and a bond. Director Whitmer stated the bond covers only the Board Treasurer who has to disclose personal information. The policy covers staff such as the Director and Assistant to the Director, as well as the Board Treasurer.

## 12. Department Head Reports

Trustee Picha stated she liked the use of Member Services Associate title and the wording that invitations have been extended to candidates in the Human Resources Manager's report.

Trustee Warren stated Ly Tran, the Library's maintenance man, really goes above and beyond to handle building issues. Director Whitmer shared he came in today during his unscheduled hours to investigate a roof leak.

Trustee Stull stated Marketing Specialist Kathy Gaydos is doing a great job getting information on the library out to the community. Ms. Gaydos stated David Cassara, graphic designer, is also contributing to the work.

Public Services Manager Paul Dobersztyn stated the first homebound delivery is scheduled for January. Trustee Warren asked if this service can be used indefinitely. Mr. Dobersztyn stated it can continue indefinitely if necessary.

## 13. President's Report

Trustee DuRocher reviewed the days the library is closed for the holidays.

Trustee DuRocher stated the next board meeting is January 18, 2023. Director Whitmer stated the agenda will include changing the Director's title to Executive Director.

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 Picha thanked the staff that was involved in the Park District tree display.

Trustee Picha thanked Director Whitmer for all her hard work and wishes her the very best in the next chapter of her life.

Trustee Ruzicka stated she will be absent for the January meeting.

Trustee Warren stated he had a very bad personal experience with updating to Windows 11 and suggested to stay with Windows 10.

Trustee Richardson stated she will not be at the February board meeting.

18. Items for information and/or discussion – none
19. Closed Session – was not needed
20. Action resulting from closed session – Although the closed session was not needed the following action was taken:

*MOTION: Trustee Stull moved to hire Jason Stuhlmann as Executive Director at an annual salary of \$101,000 effective February 6, 2023. Trustee Warren seconded.*

*Roll call vote:*

*Ayes – Trustee DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull and Warren*

*Nays – None*

*Absent - None*

*Motion carried.*

Mr. Stuhlmann stated he is honored and excited to work with the Warrentville Public Library Board and staff.

21. Adjournment

*MOTION: Trustee Warren moved to adjourn the meeting at 7:30 pm and seconded by Trustee Stull*

*Voice vote:*

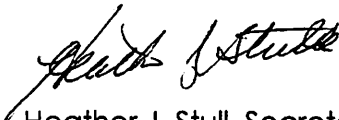
*Ayes – all*

*Nays – none*

*Absent – none*

*Motion carried*

Respectfully submitted,



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