

Bensenville Community Public Library Board Meeting
Meeting Minutes
April 2021

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday April 2021. President Linda Weiss called the meeting to order at 7:30 p.m.

Trustees Present: Linda Weiss, Mandi Zalewski, Tina Lux, Kathy Quinn, Jim Ricker (via Zoom) Susan Earley (via Zoom)

Trustees Absent: None

The Chair verified the existence of a quorum.

Also Present: David Sieffert, Sue Feddersen, Tekolya Brown, Chris Sloan, Sophie Welsh, Jeff Stanek

HEARING OF DELEGATIONS

None

ACTION ITEMS

APPROVAL OF MINUTES:

Motion: Quinn moved to approve the minutes of the March 22, 2021 Regular Meeting Seconded by Zalewski.

Roll Call:

Aye: Quinn, Earley, Ricker, Zalewski, Lux, Weiss

Nay: None

Absent: None

Abstain: None

Motion approved and carried unanimously.

APPROVAL OF CHECK LISTING:

Motion: Earley moved to approve checks from April 1-30, 2021 for a total amount of \$141,506.44 Seconded by Quinn.

Roll Call:

Aye:	Quinn, Earley, Ricker, Zalewski, Lux, Weiss
Nay:	None
Absent:	None
Abstain:	None

Motion approved and carried unanimously.

The Chair directed the Treasurer’s Report for the month of March 2021 filed for audit.

DISCUSSION

Live and Learn Construction Grant Update

Chris Sloan updated the application for the redesign of the front entrance and it was the top application submitted. The Illinois Secretary of State and Illinois State Library reviewed the applications. Three committee members reached out to commend the Library on the hard work put in to the updated application this year.

Sieffert met with Efraim Carlson to begin to put together an estimate. While these is a lot to do prior to the project starting, ideally we would begin construction in the mid to late summer. The front entry will be closed for a significant portion of the construction, but a separate side entry will be created and allow patrons access during construction.

Project Next Generation Grant

Sieffert worked with Christy Poli from Bensenville District 2 for after school programming proposal. The proposed program will cover social and emotional wellbeing for students in a group setting after school. Additionally, there would be other programming opportunities. BSD2 has provided enrichment programming at the Library after school on Tuesdays and this grant would allow for an expansion of that existing programming structure.

Sister Library Partnership Opportunity

Karen Guzman participated in an international roundtable as part of a cultural exchange program offered through the American Librarian Association that allows libraries from different countries to pair up as

sister libraries. Guzman found that there was a Guatemalan school/library that was looking for a sister library within the United States. Guzman reached out and was able to meet with the Director of the school via virtual call. They exchanged possible program and interaction ideas and hope to get the partnership off the ground this fall. The partnership would last a minimum of one-year.

Trustee Candidate Interviews – May 19, 2021 6:30pm

Sieffert has posted the recruitment announcement and has received two letters of interest for open positions. There are two years left on former Trustee Susan Diamond's term. The second seat is for six years. After two years, it will go back on the ballot for a four-year term.

Committee of the Whole Meeting-May 19, 2021 7:30pm

The Committee of the Whole meeting will take place on Wednesday, May 19th. Sieffert will publish the announcement in the Bensenville Independent. As usual, there will be finance and personnel components of the meeting. Additionally, Sieffert will reach out to potential Trustee candidates and try to schedule in-person interviews for this time as well.

Covid-19 Operations Update

The number of patrons has increased, especially in the computer lab. Starting May 1, 2021 the Library will increase time limit from one-hour to two-hours. Students will be back at school. Sieffert has arranged to have the security guard back on premises to assist with the after-school crowd. The meeting room is arranged to allow 15 students spaced apart to allow distancing rules. Currently, BSD2 is planning to have about 60% of the students back in the building. Of that 60%, about 25% will be walking home from school and not utilizing bus services. It is a little bit of an unknown that this will translate to in terms of after-school foot traffic.

Fifth Third Bank Update

Sieffert received email from the account representative Jessica Curran. After numerous meetings and presentations, the rep explained that Fifth Third could not meet the promised account structure thought the Library had already signed off on the provided paperwork. Curran suggested a different account structure that will still be favorable to the Library, but Sieffert expressed hesitation and concern about the switch and bait. The plan is now on pause while Sieffert investigates other banking options.

Building Updates With Jeff Stanek

Stanek gave a report on all the building upgrades and projects on the horizon. All of the outdoor pole lights in the parking lot have been replaced with new LED fixtures. This reduced wattage by 1500 per kw hour. This replacement will cost less than \$100.00 per fixture with ComEd rebate. Almost 100% LED outside and the Library is now approximately 97% LED.

HVAC update completed last year. It has been a great help. When problems arise, Stanek and Sieffert receive notice through the new Pelican wireless system. This helps to get ahead of problems before patrons arrive.

State of the collection

This is a new annual update to give a peek into how the collection is performing.

There are 60,376 items in the collection, which includes books, bags and magazines.

- 20,649 youth books 29,765 adult books,
- 2,200 large print
- 1,748 paper backs
- 830 Polish books
- 1,377 Spanish books -700 adult, 600 youth
- 1,800 audio books -1,600 adult ,200 youth
- 6,000 DVD /Blue Ray -3,300 adult -2,600 youth

Expanded selection of kits- 740 kits circulating 22 for adults. 144 bags circulated, 12 hot spots, over 90 games and puzzles between 2 departments.

Gina and Kat are working on re-labeling to make all items uniform. Cleaning all items and weeding out materials. Face out shelving is tighter and popular collection items have increased.

INFORMATION

LIBRARY STAFF REPORT:

BIG: Administrators have met frequently, still working together on vaccination events.

BENSENVILLE COMMUNITY FOUNDATION REPORT:

Members met in March. Subaru Share the Love received \$66,000.00 for foundation. Planning to hold special meeting for how to best utilize the funds for the community.

RAILS/SWAN REPORT:

RAILS has stated materials no longer need to be quarantined. The Library will still quarantine materials for 24 hours. They are considering a monthly records purge. The monthly Fireside chat will be held April 27, 2021. The switch to the new catalogue Aspen may take place in October.

PROGRAMS AND SERVICES REPORT

Summer Reading 2021

This will begin June 4 – July 31, 2021. This year's theme *Reading Colors Your World* is part of the iRead program. A custom website through Beanstack will be set up for sign-ups and will allow patrons

to log books and have an online record. There will be programs, t-shirts and other incentives. Kick off day will have a petting zoo outside with space to allow for distancing.

College of DuPage low literacy classes

Sieffert, Karen Guzman, and Sofia Carapia will meet with District 2 and Fenton 100 to brainstorm ideas for bringing new low literacy Spanish classes to the Library. Some residents who use Spanish as their primary language have expressed the desire for this type of class in addition to ESL language class as literacy issues persist in native language. District 2 will use grant funds to pay for literacy program through the College of DuPage (COD). COD has curriculum developed and has run similar programs in other communities. BSD2 has some initial work to determine the best time to host this class would be 8am, Saturday morning. Outside of the Library's normal hours of operation, the Library will make accommodations to allow participants and teaching staff in at this early hour. The hope is to duplicate the success that ESL classes have had.

Virtual author visit with Alex Kotlowitz

May 6, 2021 virtual program with world renowned author Alex Kotlowitz will be presented in conjunction with over 70 RAILS libraries in Illinois. This group purchase allows for a very low cost to Library, while still providing an intimate virtual experience with Mr. Kotlowitz.

ADULT SERVICES REPORT:

Summer programming is complete. Trivia at Green Street Grille is coming back in June. Passports have been processing at a rapid pace.

YOUTH SERVICES REPORT:

Looking forward to the chicken eggs hatching starting May 3, 2021.

COMMUNITY EVENTS:

ADJOURNMENT

MOTION: Earley moved to adjourn the meeting at 8:25 pm. Seconded by Quinn and carried unanimously.

Roll Call:

Aye: Quinn, Earley, Ricker, Zalewski, Lux, Weiss
Nay: None
Absent: None
Abstain: None

Motion approved and carried unanimously.

Tina Lux, Secretary