

Bensenville Community Public Library Board Meeting
Regular Meeting Minutes
June 27, 2022

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday June 27, 2022. President Linda Weiss called the meeting to order at 7:31p.m.

Trustees Present: Linda Weiss, Mandi Zalewski, Tina Lux, Kathy Quinn,
Consuelo Cabral-Marquez,

Trustees Absent: Ciuinial Lewis, Susan Earley (previous notice)

The Chair verified the existence of a quorum.

Also Present: Chris Sloan, Sue Feddersen, Tekolya Brown, Samantha Parkison, Bill Stephens,
James Rachlin

HEARING OF DELEGATIONS

None

ACTION ITEMS

APPROVAL OF MINUTES:

Motion: Quinn moved to approve the minutes of the April 25, 2022 Regular Meeting. Seconded by Lux.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously

APPROVAL OF CHECK LISTING:

Motion: Lux moved to approve checks from June, 2022 for a total amount of \$226,539.73 Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

The Chair directed the Treasurer's Report for the month of May 2022 filed for audit.

2022-2023 BOARD GOALS

APPROVAL OF BOARD GOALS FOR 2022-2023 FISCAL YEAR:

Motion: Quinn moved to approve the Board Goals for the 2022-2023 Fiscal Year. Seconded by Lux.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

Resolution No 1006-22 AMENDED BUDGET FOR 2022-2023 FY

Motion: Lux moved to approve the Amended Budget for the 2022-2023 Fiscal Year. Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

ORDINANCE NO. 1007-22 PREVAILING WAGE LAW

MOTION: Quinn moved to approve the Prevailing Wage Law for 2022-2023 FY. Seconded by Cabral-Marquez.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

ORDINANCE NO. 1008-22 NON- RESIDENT FORMULA 2022-2023 FY

MOTION: Quinn moved to approve Ordinance NO.1008-22 Non-Resident Formula for 2022-2023 FY. Seconded by Lux.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

APPROVAL OF PAYMENT TO FILOTTO ROOFING FOR THE AMOUNT OF \$88,222.25

Motion: Lux moved to approve payment to Filotto Roofing for the amount of \$88,222.25 Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

AMENDMENT OF BOARD OF TRUSTEE BYLAWS REGARDING TERM LENGTH OF OFFICER POSITIONS:

MOTION: Lux moved to approve Amending Board of Trustee Bylaws Regarding Term Length Of Officer Positions Seconded by Zalewski.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

APPROVAL OF DIRECTOR'S ANNUAL REVIEW (AFTER CLOSED SESSION)

Board approved a 3% increase effective July 1, 2022.

MOTION: Lux moved to approve Director's Annual Review. Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously

DISCUSSION

THOUGHTS ON UTILIZATION OF SERVICES OF FROM MERISTEM ADVISORS, LLC

James Rachlin a registered Municipal Advisor, gave presentation on potential services he could provide for the Library. He formed a business that assists with referendum support, bond issuance, planning for future large projects, as well as the levy process. He works with over 70 different libraries providing financial planning, budgeting, capital planning and levy assistance. He has been in business over 25 years. Rachlin clarified for the Trustees how the accumulation of funds work, particularly in the Special Reserve Fund. The funds may accumulate, there just needs to be a plan to spend it. He also mentioned some financial best practices for the Library to implement if not already in place. Rachlin provides his services at a billable rate.

APPOINTMENT OF SECRETARY'S AUDIT COMMITTEE

Lux and Cabral- Marquez were appointed for this committee.

THOUGHTS ON STANDERFER CONSULTING PROPOSAL TO CONDUCT STRATEGIC PLAN

Director Sloan encountered Consultant Amanda Standerfer at a conference he attended in early June. He was impressed by her logical approach and the examples she gave of common mistakes when conducting a strategic plan. She has over 20 years of experience as a strategic planning consultant. There is an a la carte option for creating the best strategic plan for an organization. The process should take roughly eight months to complete.

The Trustees will meet on July 19, 2022 to discuss the schedule and process.

DISCUSSION OF FUTURE JUNETEENTH LIBRARY CLOSURE

Trustees discussed how many libraries currently closed for the holiday and how many more are expected to close in the future. Closing the Library would be seen a respectful gesture to observe the holiday showing appreciation and acknowledgement of the history.

It was noted that there is the possibility of a negative response if the Library is closed on a day when other government buildings are closed.

Sloan will continue to look into what the other taxing bodies are doing.

INFORMATION

LIBRARY STAFF REPORT:

BIG: The new Bensenville School District 2 Superintendent Katie McClusky attended the June BIG Meeting and will start her new job in mid-July.

BENSENVILLE COMMUNITY FOUNDATION: No Meeting in June but raffle ticket sales will begin at the 4th of July celebration and continue each week during Music in the Park.

RAILS/SWAN: No updates.

PROGRAMS AND SERVICES REPORT:

ADULT SERVICES REPORT:

Live music is coming back. Steve Justman performing music by Steve Goodman and John Prine. Also, resident bluesman Fruteland Jackson.

YOUTH SERVICES REPORT:

Kindness rocks have been a big hit. Patrons are placing them throughout the garden. Upcoming teddy bear sleepover.

COMMUNITY EVENTS:

Library staff and Trustees walking in 4th of July parade

BOARD GOES INTO CLOSED SESSION

For the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific personnel or pending or probable litigation against, affecting or on behalf of the public body. (5 ILCS 120/2c.1)

Motion: Quinn moved to go into closed session at 8:45pm. Seconded by Lux.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Board came out of closed session at 8:49 pm.

ADJOURNMENT

MOTION: Lux moved to adjourn the meeting at 8:51 pm. Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn, Cabral-Marquez, Weiss

Nay: None

Absent: Lewis, Earley

Abstain: None

Motion approved and carried unanimously.

Mandi Zalewski, Secretary