

**Bensenville Community Public Library Board Meeting
Public Hearing Meeting Minutes
November 28, 2022**

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Public Hearing on Monday November 28, 2022. The meeting was called to order at 7:32 pm by Linda-Weiss, President.

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

Trustees Absent: Ciunial Lewis (previous notice)

The Chair verified the existence of a quorum.

Also Present: Chris Sloan, Sue Feddersen, Bill Stephens, Tekolya Brown, Donna Block,
Dave Jelonek, Denise Pangilinan

PUBLIC HEARING:

The Chair opened the Public Hearing at 7:32 pm Pursuant to the Truth in Taxation Law

The Secretary verified the Certification of the following legal notices:

- 1) Board approved Tentative Budget and Appropriation July 25, 2022
- 2) Publication of Legal Notice of 30-day public inspection and public hearing in the Bensenville Independent August 4, 2022.
- 3) Board enacted July 25, 2022 and published August 4, 2022 .02% Levy Ordinance
- 4) Publication of Black Border Notice in Bensenville Independent November 17, 2022
- 5) Presentation of Tax Levy Ordinance No. 1013-22
- 6) Hearing of Delegations

7) Close Public Hearing

The Chair declared the meeting open for discussion.

HEARING OF DELEGATIONS

None

MOTION: Lux moved to close the Public Hearing at 7:33pm. Seconded by Quinn.

Roll Call:

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

Nay: None

Absent: Lewis

Abstain:

The Chair closed the Public Hearing at 7:33 p.m.

**Bensenville Community Public Library Board Meeting
Regular Meeting Minutes
November 28, 2022**

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday November 28, 2022. President Linda Weiss called the meeting to order at 7:33pm.

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

Trustees Absent: Ciuiinal Lewis (Previous Notice)

The Chair verified the existence of a quorum.

Also Present: Chris Sloan, Sue Feddersen, Tekolya Brown, Bill Stephens, Donna Block
Dave Jelonek, Denise Pangilinan

HEARING OF DELEGATIONS

None

**Dave Jelonek DENISE PANGILINAN, GW & ASSOCIATES, PRESENTATION OF 2021-2022
AUDIT**

Jelonek and Pangilinan performed the yearly audit for 2021-2022 fiscal year and covered the results for the Trustees.

The financial statements presented fairly with a clean opinion. The funds reflected in statement are what is in accounts.

All of the fund balances are positive Each fund balance is in the positive. Each fund has its own balance.

ACTION ITEMS

APPROVAL OF MINUTES:

Motion: Quinn moved to approve the minutes of the October 24, 2022 Regular Meeting, Seconded by Lux

Roll Call:

Aye:	Lux, Zalewski, Quinn, Earley, Cabral-Marquez, Weiss
Nay:	None
Absent:	Lewis
Abstain:	None

Motion approved and carried unanimously.

APPROVAL OF CHECK LISTING:

Motion: Earley moved to approve checks from November 1-30, 2022 for a total amount of \$137,509.19
Seconded by Quinn

Roll Call:

Aye:	Lux, Zalewski, Quinn, Earley, Cabral-Marquez, Weiss
Nay:	None
Absent:	Lewis
Abstain:	None

Motion approved and carried unanimously.

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

ACCEPT 2021-2022 AUDIT FOR THE BENSENVILLE COMMUNITY PUBLIC LIBRARY

The Auditors were pleased with the preparedness of the materials. The Library received a clean opinion.

Motion: Quinn moved to Accept the 2021-2022 Audit for the Bensenville Community Public Library.
Seconded by Lux

Roll Call:

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

Nay: None
Absent: Lewis
Abstain: None

Motion approved and carried unanimously.

ORDINANCE NO. 1013-22 2022-2023 TAX LEVY ORDINANCE

Motion: Earley moved to approve Ordinance No. 1013-22 2022-2023 Tax Levy Ordinance Seconded by Quinn.

Roll Call:

Aye: Lux, Zalewski, Quinn,
Earley, Cabral-Marquez, Weiss
Nay: None
Absent: Lewis
Abstain: None

Motion approved and carried unanimously.

PROPOSED AMENDMENT TO THE FINANCIAL POLICIES

Motion: Quinn moved to Approve the Proposed Amendment to the Financial Policies Seconded by Lux.

Roll Call:

Aye: Lux, Zalewski, Quinn,
Earley, Cabral-Marquez, Weiss
Nay: None
Absent: Lewis
Abstain: None

Motion approved and carried unanimously.

DISCUSSION

REFRESHER ON BLACK BORDER NOTICE

The Library levies more than the 5% allowed under the tax cap law in order to capture any new growth within the district. The law states that if a district levies for more than 5% of what was extended the prior year, you need to publish a black border notice this to say what the increase is. What you ask for, is never what you receive. In recent years the Library has been actually receiving around a 3% increase from the prior year's extension.

Currently we are asking for about 7% more than what we received in the prior extension. It is best practice to levy more than what you expect to receive, because if you don't request it, and the value changes you can never go back to the higher rate.

PLANNED CHANGES IN MAINTENANCE/ CUSTODIAL DUTIES

Stanek plans to fully retire eventually and he has been courteous enough to stay on until we are able to find a competent candidate.

The Library currently uses the services of ABM for cleaning services in conjunction with School District 2.

However, having an internal employee there would be more control and guidelines for duties. The new position would combine both maintenance and custodial duties.

Currently looking at hiring position for 25 hours.

ASSESSMENT OF LOG HOUSE CONDITION BY PRESERVATION TRADES, INC

Sloan met with contractors from Preservation Trades, Inc. This company was referred by local resident Jonathan Sebastian.

Came out looked at every aspect of the Log House. They truly appreciated the historical preservation. They will be able to take the maintenance to next level.

POTENTIAL LARGE DONATION:

Staff was contacted by a potential donor who seemed very enthusiastic about giving a substantial donation with the possibility of renaming the Library as part of their donation. Sloan did some research to seek the legal obligations required to take on such a task and found that because the district/name was established by voters in a referendum, that renaming the district would not be legally possible.

Renaming the building would, however.

The common opinion that Sloan garnered from counsel and the financial advisor is that naming an entire building after a donor requires a "transformative" amount of money that would benefit all district residents- allowing improvements to areas of service that would not have been possible otherwise. Sloan conveyed this to the potential donor, offering them the option to name smaller aspects within the building, but has not heard back.

INFORMATION

LIBRARY STAFF REPORT:

Thorough as always.

BENSENVILLE COMMUNITY FOUNDATION:

Met in November. There were no action items.

Village received check for Officer K.

RAILS/SWAN:

Addison Public Library is looking to join SWAN

PROGRAMS AND SERVICES REPORT

WINTER PROGRAM GUIDE:

Variety of programs to select from.

HOLIDAY OPEN HOUSE AND VISIT WITH SANTA

Friday December 9, 2022. Santa will come and children may take pictures with him.
Musical stylings of Andrew Bossov

ADULT SERVICES REPORT:

Christmas Traditions Around the World.

Christmas from the Golden Age

YOUTH SERVICES REPORT:

Children may write a letter to Santa and receive a response
Plenty of winter break activities scheduled
Holiday crafts and story times are popular

COMMUNITY EVENTS:**HOLIDAY TOY DRIVE 2022:**

Receiving many donations.
Feddersen will help with Rotary dispersion

Village of Bensenville Holiday Magic and Tree Lighting held November 20, 2022.
Went well.

Holiday Train Friday December 2, 2022.

BENSENVILLE PARK DISTRICT VETERAN'S DAY BREAKFAST 11/11/22

Great turnout. The speakers were interesting.

Library staff attendees were at table with Marines.

ADJOURNMENT

MOTION: Quinn moved to adjourn the meeting at 8:16 pm. Seconded by Lux.

Roll Call:

Aye:	Lux, Zalewski, Quinn, Earley, Cabral-Marquez, Weiss
Nay:	None
Absent:	Lewis
Abstain:	None

Motion approved and carried unanimously.

Mandi Zalewski, Secretary