
**Bensenville Community Public Library Board Meeting
Regular Meeting Minutes
December 18, 2023**

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday December 18, 2023. The meeting was called to order at 7:00 pm by Linda Weiss, President.

Trustees Present: Linda Weiss, Tina Lux, Amy Labickas
Michele Janovsky, Consuelo Cabral-Marquez, Mandi Zalewski,

Trustees Absent: Susan Earley

The Chair verified the existence of a quorum.

Also Present: Chris Sloan, Sue Feddersen, Kat Buczek,
Tekolya Brown, Bill Stephens, Donna Block

HEARING OF DELEGATIONS

None

ACTION ITEMS

APPROVAL OF MINUTES:

MOTION: Lux moved to approve the minutes of the Truth in Taxation Public Hearing November 27, 2023 and the Regular Meeting November 27, 2023 Seconded by Janovsky

Roll Call:

Aye: Lux, Janovsky, Cabral-Marquez, Labickas,
Zalewski, Weiss

Nay: None

Absent: Earley

Abstain: None

Motion approved and carried unanimously

MOTION: Lux moved to approve the check listing for December 1-31, 2023 for a total amount \$151,475.24 Seconded by Cabral-Marquez.

Roll Call:

Aye: Lux, Janovsky, Cabral-Marquez, Labickas,
Zalewski, Weiss
Nay: None
Absent: Earley
Abstain: None

Motion approved and carried unanimously.

The Chair directed the Treasurer's Report for the month of November 2023 filed for audit.

AMENDING TIME OFF POLICY

Illinois passed a new law Paid Leave for All Workers Act (PLAW) that becomes effective January 1, 2024.

This law will allow all workers to receive (1) hour of paid leave or every 40 hours worked with accrual capped at 40 hours in a 12- month period. Employees can use the leave for any purpose.

Under the current policy part-time employees received paid sick leave equivalent to their average number of scheduled hours worked over the course of two weeks; which could only be used for sickness or care of a sick family member. This has been amended and part-time employees will now receive PLAW time which can be used for any reason. This time will be front loaded at the beginning of the calendar year and they will be able to use it as needed. New hires will accrue time and will be pro-rated based on start date.

Another change is that in addition to the new PLAW time all employees that have worked at the Library for five (5) consecutive years will now be considered a Permanent- Part-Time Employee. Permanent- Part-Time Employees will be eligible to receive sick time equivalent to their average number of scheduled hours worked over the course of one week.

Full Time employees benefits already met hourly requirements of the law however, vacation time may now be used for any reason.

MOTION: Lux moved to Approve the amended Time Off Policy of the Bensenville Community Public Library Seconded by Janovsky.

Roll Call:

Aye: Lux, Janovsky, Cabral-Marquez, Labickas,
Zalewski, Weiss
Nay: None
Absent: Earley
Abstain: None

PARENTAL LEAVE POLICY

The Library will provide full-time and part-time FMLA eligible employees up to eight (8) weeks of paid parental leave following the birth of the employee’s child or the placement of a child with the employee in connection with adoption of foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. Eligible employees must be employed with the Library for at least 12 consecutive months.

MOTION: Janovsky moved to Approve the Parental Leave Policy for the Bensenville Community Public Library Seconded by Lux.

Roll Call:

Aye: Lux, Janovsky, Cabral-Marquez, Labickas,
Zalewski, Weiss
Nay: None
Absent: Earley
Abstain: None

DISCUSSION

Initial thoughts on quotes associated with FIRMITA’S recommended Log House restoration items:

Quote is a significant amount of money.

If repairs are undertaken, Sloan and Trustees are looking to tackle this over the 24/25 year to space out budgeting.

Library must take a serious look at the benefit of offering programs versus financial expenses of repairing the cabin.

An online survey will be developed to present issue to the public and inform of what needs to be done going forward as well as giving residents an opportunity to express their thoughts.

Review of Capital Needs Assessment proposals submitted for consideration:

Sloan contacted four firms and received two proposals back.

Both companies came out for a site visit.

A company called Frederick Quinn Corporation submitted the lowest proposal, which will be voted on at the January meeting.

Discussion of Serving Our Public 4.0 Review:

Trustees reviews this annually, as well as during New Trustee orientation.

Going forward Trustees will adopt a monthly review of the standards.

Sloan will apply for the Per Capita grant in 2024.

INFORMATION

STAFF REPORTS:

Trustees enjoyed pictures.

BENSENVILLE COMMUNITY FOUNDATION:

Members have not met since November, but did not have a quorum.

Will try again in January.

RAILS/SWAN:

There is no longer an app.

SWAN is working with Aspen to use their companion app LIDA

PROGRAMS AND SERVICES REPORT

ADULT SERVICES REPORT:

Many programs for January, including wellbeing, mental health, and financial planning.

YOUTH SERVICES REPORT:

Partnering with Blackhawk and Bensenville Arts Council for a play, Little Prince performed by IMPROV Playhouse.

MARKETING UPDATE:

Intern last day is December 19, 2023.
Working on rebrand for the Library.

COMMUNITY EVENTS:

Short Film Festival March 2024

ADJOURNMENT

MOTION: Lux moved to adjourn the meeting at 8:01pm. Seconded by Janovsky.

Motion approved and carried unanimously.

Roll Call:

Aye: Lux, Janovsky, Cabral-Marquez, Labickas,
Zalewski, Weiss

Nay: None

Absent: Earley

Abstain: None

Mandi Zalewski, Secretary