

**Bensenville Community Public Library Board Meeting
Public Hearing Meeting Minutes
November 27, 2023**

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Public Hearing on Monday November 27, 2023. The meeting was called to order at 7:00 pm by Linda Weiss, President.

Trustees Present: Linda Weiss, Tina Lux, Susan Earley
Michele Janovsky, Consuelo Cabral-Marquez

Trustees Absent: Amy Labickas, Mandi Zalewski

The Chair verified the existence of a quorum.

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

PUBLIC HEARING:

The Chair opened the Public Hearing at 7:00 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 24, 2023
- 2) Publication of Legal Notice of 30-day public inspection and public hearing in the Bensenville Independent August 3, 2023.
- 3) Board enacted September 25, 2023 and published October 3, 2003 Budget Appropriation Ordinance
- 4) Board enacted July 24, 2023 and published August 3, 2003 .02% Levy Ordinance
- 5) Publication of Black Border Notice in Bensenville Independent November 16, 2023

- 6) Presentation of Tax Levy Ordinance No. 1024-23
- 7) Hearing of Delegations
- 8) Close Public Hearing

The Chair declared the meeting open for discussion.

HEARING OF DELEGATIONS

None

MOTION: Weiss moved to close the Public Hearing at 7:02 pm. Seconded by Lux.

Roll Call:

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

The Chair closed the Public Hearing at 7: 02.pm.

**Bensenville Community Public Library Board Meeting
Regular Meeting Minutes
November 27, 2023**

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday November 27, 2023. The meeting was called to order at 7:02 pm by Linda Weiss, President.

Trustees Present: Linda Weiss, Tina Lux, Susan Earley
Michele Janovsky, Consuelo Cabral-Marquez

Trustees Absent: Mandi Zalewski, Amy Labickas

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

GW & ASSOCIATES, PRESENTATION OF 20202-2023 AUDIT

Dave Jelonek presented the annual audit for the fiscal year ending June 30, 2023. The Library received a clean opinion from the auditors. This represents that the auditors feel that the amounts in accounts reflect what is presented in financial statements.

The Library operates on a cash basis and carries a positive cash and equity in the general fund (operating account).

No funds spent in excess of budget in any of the funds.

Auditors were only onsite one day, audit went smoothly.
Director Sloan and Brown do a good job providing auditors with needed materials.

ACTION ITEMS

APPROVAL OF MINUTES:

MOTION: Lux moved to approve the minutes of the Regular Meeting October 23, 2023 Seconded by Janovsky.

Roll Call:

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

Motion approved and carried unanimously.

MOTION: Earley moved to approve the check listing for November 1-30, 2023 for a total amount \$182,623.87 Seconded by Lux.

Roll Call:

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

Motion approved and carried unanimously.

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

ACCEPT 2022-2023 AUDIT FOR THE BENSENVILLE COMMUNITY PUBLIC LIBRARY

MOTION: Earley moved to Accept the 2022-2023 Audit for the Bensenville Community Public Library Seconded by Lux.

Roll Call:

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

ORDINANCE NO. 1024-23 2023-2024 TAX LEVY ORDINANCE

MOTION: Earley moved to Approve Ordinance No. 1024-23 2023-2024 Tax Levy Ordinance
Seconded by Cabral-Marquez.

Roll Call:

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

DISCUSSION

Refresher on Black Border Notice:

Always want to levy for amount higher than what allowed, over 5% to capture any new growth. If there is new construction in the Library district or if TIF'S expire Library would be able to receive more funds.

6.53% should capture all new growth. If it was not requested at time of levy, Library would not be able to recapture.

Thoughts on Changing Maternity/Paternity Leave Policy:

January will bring about new laws going into effect regarding paid time off.
Current policy language will need to be revised. While speaking about updating policy, Sloan would like to include Parental Leave.
Trustees are on board for implementing 8 weeks of maternity/paternity leave.

Soliciting Capital Needs Assessment Proposals:

Sloan believes it is important for the Library to have a formal assessment to justify future balances and special reserves. He has begun reaching out to architecture firms and spoke with Williams Architects in Itasca. Will also look for a couple more to compare.

A definitive opinion lasts for five-ten years.

INFORMATION

STAFF REPORTS:

Trustees enjoy staff pictures and notes.

BENSENVILLE COMMUNITY FOUNDATION:

Members met but did not have a quorum. Will try again in January.

RAILS/SWAN:

A big rebuild of catalogue on Thanksgiving.
New system wide passwords coming.
Mobile app is currently down.

PROGRAMS AND SERVICES REPORT

Winter Program Guide:

Guides are available.
Printing was outsourced to All Print for \$1000.00 for 1000 guides, which is comparable to inhouse printing.

Holiday Open House and Visit with Santa 12/15/23:

New entertainment options. Theater troupe to perform.
Fenton band members coming to play.

ADULT SERVICES REPORT:

Saturday December 2, 2023 Noted guitarist Brad Conroy will play songs by the fireplace.

YOUTH SERVICES REPORT:

Winter Reading starts on December 20. Free Portillo's cake slice coupons will be awarded.

COMMUNITY EVENTS:

Citizen's Advocacy Center Holiday Celebration 12/12/23

Will be held in Elmhurst at Manny's Ale House

Bensenville Chamber of Commerce Annual Christmas Party 12/14/23

Collecting perishable for food pantry. Lux will attend.

ADJOURNMENT

MOTION: Lux moved to adjourn the meeting at 7:40pm. Seconded by Earley.

Motion approved and carried unanimously.

Roll Call:

Aye: Lux, Janovsky, Earley, Cabral-Marquez, Weiss

Nay: None

Absent: Zalewski, Labickas,

Abstain: None

Mandi Zalewski, Secretary