

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF CAROL STREAM
Carol Stream Public Library
515 Hiawatha Drive Carol Stream, IL 50188

DATE: June 15, 2022

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:03 p.m.

2. President Lynch led those in attendance in the Pledge of Allegiance to the Flag

3. Roll Call

Director Westgate called the Roll.

Present: Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch

Absent: None

Also Present: Director Susan Westgate, Youth Services Manager Amy Teske and Circulation Manager Jeri Cain

4. PUBLIC PARTICIPATION – None

5. CONSENT AGENDA

Trustee Hudspeath moved and **Trustee Olson seconded** the establishment of a Consent Agenda for the Regular Meeting June 15, 2022. Motion approved.

Ayes 7 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch

Nays 0

Absent..... None

Trustee Olson moved and **Trustee Larimer seconded** that the following items be included on the consent agenda. Motion approved.

Ayes 7 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch

Nays 0

Absent..... None

5.1 Minutes of the Regular Board meeting of May 18, 2022

5.2 Accept the Monthly Financial Statements of the Treasurer for the Period Ending May 31, 2022

5.3 Approval of Disbursements of May 1-31, 2022 plus the Addendum for the Meeting of June 18, 2022

Trustee Hudspeath moved and **Trustee Larimer seconded** that the items on the Consent Agenda be approved by Omnibus vote. Motion approved.

Ayes 7 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch
Nays 0
Absent..... None

The following is a description of various items placed on the Consent Agenda:

Approval of Disbursements

The Library Board of Trustees approved the disbursements for the period May 1-31, 2022 plus the Addendum for the meeting of June 15, 2022 in the amount of \$101,317.64.

6. NEW BUSINESS

6.1 Recommendation, Re: Approval of Illinois Public Library Annual Report (IPLAR) for FY2022

Trustee Larimer moved and **Trustee Olson seconded** that the Carol Stream Library Board of Trustees approve the Illinois Public Library Annual Report. Motion approved.

Ayes 7 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch
Nays 0
Absent..... None

Background information:

The Library's Annual Report, that is submitted to the Illinois State Library, contains all of the annual statistics for the Library's past fiscal year (May 1, 2021-April 30, 2022). This past year's data varies from last year's report due to the closings, limited hours and services that was necessary last year due to the COVID-19 pandemic. The pandemic has had an impact upon the past two years' statistics. The data in the report covers the Library's finances (revenues, expenditures) staffing, collections, programs, visitors, computer use, etc.

6.2 Discussion: Amendment to Public Library Act 1991, Section 30-25. Vacancies

Background information:

The Governor has signed an amendment to the Public Library Act that gives the Secretary of State the power to appoint a Library Trustee in the instance where there is a Trustee vacancy exceeding 90 days. An amendment to the Library's By-Laws may be in order at the July Board meeting.

7. REPORT OF THE LIBRARY DIRECTOR

Trustees Lynch, Larimer, Leszczewicz and Olson will be participating in the parade on July 2. Trustee Patel will check her calendar, but is planning to participate if available. Trustees will be receiving the fraud inquiry letter from the auditors that will need to be completed as part of the Library's annual audit process.

8. MONTHLY STAFF REPORTS

Trustee Lynch commented that he is no longer receiving the SPAM emails since the captcha feature has been fixed on the Trustee website email account. Trustees congratulated the three employees that had been promoted in the Circulation Department. Several Youth programs are scheduled to take place on the Library's patio, weather permitting. Youth Services Manager Amy Teske shared the new Storytime Backpacks that are now available for circulation. They contain books, games and other activities for parents to present their own storytime at their home. The Summer Reading Program participation is at the same level as pre-pandemic numbers.

9. UNFINISHED BUSINESS – None

10. BOARD MEMBER REPORTS-None

11. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Larimer moved** and **Trustee Leszczewicz seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:31 p.m.

Ayes 7 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Patel, Larimer and Lynch

Nays 0

Absent..... None

July 20, 2022

Date approved

Mansi Patel, Secretary for the Board of Library Trustees