

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: November 16, 2022

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:02 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, Larimer and Lynch.

Absent: Trustee Patel

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

4. PUBLIC PARTICIPATION – None

5. CONSENT AGENDA

Trustee Hudspeath moved and **Trustee Larimer seconded** the establishment of a Consent Agenda for the Regular Meeting of November 16, 2022. Motion approved.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Larimer and Lynch

Nays 0

Absent..... Trustee Patel

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

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Larimer and Lynch

Nays 0

Absent..... Trustee Patel

5.1 Minutes of the Regular Board meeting of October 19, 2022

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

5.3 Recommendation, Re: Approval of Annual Library Calendar 2023 Library Closings and Board Meetings

5.4 Recommendation, Re: Approval of Loan Payment to Village of Carol Stream

5.5 Recommendation, Re: Approval of Amazon Prime Business Account

5.6 Recommendation, Re: Approval of Cancellation of December 21, 2022 Library Board of Trustees Meeting

5.7 Approval of Disbursements of October 1-31, 2022 plus the Addendum for the Meeting of November 16, 2022

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

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Larimer and Lynch

Nays 0

Absent..... Trustee Patel

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

Recommendation, Re: Approval of Annual Library Calendar 2023 Library Closings and Board Meetings

Background Information:

The 2023 Calendar of Library Closings and Board meetings is sent to the Village and local press publications and posted in the Library lobby.

Recommendation, Re: Approval of Loan Payment to Village of Carol Stream

Background Information:

The Library's renovation loan payment to the Village of Carol Stream is due Dec. 1. The payment is in the amount of \$234,461.01. Board approval is required for expenses exceeding \$10,000.

Approval of Disbursements

The Library Board of Trustees approved the disbursements for the period of October 1-31, 2022 plus the Addendum for the meeting of November 16, 2022 in the amount of \$335,588.07.

6. NEW BUSINESS

6.1 Discussion: 2023 Per Capita Grant Requirements-Review of *Serving our Public 4.0, Standards for Illinois Public Libraries*

Background information:

As part of the grant requirements, the Library Board and Director are to completely review *Serving Our Public 4.0 Standards for Illinois Public Libraries* and report on any changes or progress. A review document was prepared by staff showing where the Library meets the standards and what areas that may need to be developed. The final grant application will be included with the January Board packet for Board final approval. Deadline for submitting the Per Capita Grant is January 30, 2023.

7. REPORT OF THE LIBRARY DIRECTOR

Background Information:

The Director invited the Trustees to attend the Village Tree Lighting event on Dec. 2. The Library will be participating with handouts, stories and possibly a game.

8. MONTHLY STAFF REPORTS

Assistant Director Laura Hays explained to the Board how the Sustainable Shelves program works, that the Library participates in through Baker & Tayler. The Library earns monetary credit for books that are withdrawn from the collection. YS Manager Amy Teske shared how much fun families had at the Monster Jubilee and trick or treating at the Library in October. The two programs presented by Incredible Bats featuring a variety of live creatures were also well received and attended by local families.

9. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Olson moved** and **Trustee Patel seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:22 p.m.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Olson, Larimer and Lynch

Nays 0

Absent..... Trustee Patel

January 18, 2023

Date approved

Mansi Patel, Secretary for the Board of Library Trustees