

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: August 17, 2022

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:01 p.m.

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

3. Roll Call

Secretary Patel called the Roll.

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

Absent: Trustees Olson and Patel

Also Present: Director Susan Westgate, Assistant Director Laura Hays, Adult Services Manager Athens Moreno, Youth Services Manager Amy Teske, Circulation Manager Jeri Cain and Attorney Britt Isaly

4. PUBLIC PARTICIPATION – None

5. CONSENT AGENDA

Trustee Hudspeath moved and **Trustee Rogers seconded** the establishment of a Consent Agenda for the Regular Meeting August 17, 2022. Motion approved.

Ayes 5 Trustees Hudspeath, Leszczewicz, Rogers, Larimer and Lynch

Nays 0

Absent..... Trustees Olson and Patel

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

Ayes 5 Trustees Hudspeath, Leszczewicz, Rogers, Larimer and Lynch

Nays 0

Absent..... Trustees Olson and Patel

5.1 Minutes of the Regular Board meeting of July 20, 2022

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

5.3 Review Statement of Cash Receipts and Disbursements for FY22

5.4 Recommendation, Re: Approval of Parking Lot Maintenance Proposal from A&A Paving

5.5 Approval of Disbursements of July 1-31, 2022 plus the Addendum for the Meeting of August 17, 2022

5.6 Report of the Library Director

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

Ayes 5 Trustees Hudspeath, Leszczewicz, Rogers, Larimer and Lynch

Nays 0

Absent..... Trustees Olson and Patel

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

Review Statement of Cash Receipts and Disbursements for FY22

Background information:

It is a requirement of state law for municipalities to prepare and publicly publish this statement. It includes a review of the Library's General Fund balances for the year, a list of vendors that were paid \$2,500 or more and the amount paid, and a list of payroll amounts paid to employees in five categories. It also includes a review of the special funds and their ending fund balance on April 30, 2022. It will be published in a local newspaper and submitted to the Village of Carol Stream and the County Clerk with a signed letter from the Treasurer.

Recommendation, Re: Approval of Parking Lot Maintenance Proposal from A&A Paving

Background information:

The Library's parking lot will undergo the annual maintenance of crack filling, sealing and re-striping over the Labor Day weekend. Board approval is required for expenditures exceeding \$10,000.

Approval of Disbursements

The Library Board of Trustees approved the disbursements for the period July 1-31, 2022 plus the Addendum for the meeting of August 17, 2022 in the amount of \$98,666.11.

6. NEW BUSINESS

6.1 Discussion: Library Attorney Services Review

The Library's attorney Britt Isaly, partner of Ancel Glink, attended the Board meeting. He shared information on what attorney services may be required by a public library and answered any questions that the Trustees may have regarding legal matters and the public library.

7. MONTHLY STAFF REPORTS

Trustee Lynch commented upon the Adult Services department's Summer Reading program participation this year, that may break the past record. He also commended the department for their "kindness kits" that were available during the Mobile Museum of Tolerance week. Trustees enjoyed the DuPage County Quiz that was offered on the Library's Facebook page. Youth Services had a successful Safety Town program and Drive-In movie program during the month.

8. UNFINISHED BUSINESS

8.1 Recommendation, Re: Approval of Amendment to Library By-Law: Article VII, Section 2

Trustee Larimer moved and **Trustee Lynch seconded** that the Library Board of Trustees approve the Amendment to Library By-Law: Article VII, Section 2. Motion approved.

Ayes 5 Trustees Hudspeath, Leszczewicz, Rogers, Larimer and Lynch
Nays 0
Absent..... Trustees Olson and Patel

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. The updated text to the Library’s By-Law is taken directly from the Act with an added statement that “the provisions of the Local Library Act shall prevail.” A two-thirds vote for approval is required to pass the amendment.

9. BOARD MEMBER REPORTS-None

10. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Larimer moved** and **Trustee Rogers seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:27 p.m.

Ayes 5 Trustees Hudspeath, Leszczewicz, Rogers, Larimer and Lynch
Nays 0
Absent..... Trustees Olson and Patel

September 21, 2022

Date approved

Mansi Patel, Secretary for the Board of Library Trustees