

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 19, 2024

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:05 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, Olson, Rogers, Patel, Larimer and Lynch

Absent: None

Also Present: Director Susan Westgate, Assistant Director Laura Hays, Youth Services Manager Amy Teske and Adult Services Manager Athens Moreno

4. PUBLIC PARTICIPATION – None

5. CONSENT AGENDA

Trustee Larimer moved and **Trustee Olson seconded** the establishment of a Consent Agenda for the Regular Meeting of June 19, 2024. Motion approved.

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

Nays 0

Absent..... None

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

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

Nays 0

Absent..... None

5.1 Minutes of the Regular Board Meeting of May 15, 2024

5.2 Accept the Monthly Financial Statements of the Treasurer for the Period Ending May 31, 2024

5.3 Recommendation, Re: Approval of the Illinois Public Library Annual Report for FY2024

5.4 Recommendation, Re: Approval of Library Closing to the Public on November 8, 2024 for Staff In-service

5.5 Approval of Disbursements of May 1-31, 2024 plus the Addendum for the Meeting of June 19, 2024

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

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

Nays 0

Absent..... None

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

Recommendation, Re: Approval of the Illinois Public Library Annual Report for FY2024

Background Information:

The Library's Annual Report is submitted to the Illinois State Library. It contains all of the annual statistics for the Library's past fiscal year (May 1, 2023-April 30, 2024). The data in the report covers the Library's finances (revenues, expenditures) staffing, collections, programs, visitors, computer use, etc.

Approval of Disbursements:

The Library Board of Trustees approved the disbursements for the period of May 1-31, 2024 plus the Addendum for the Meeting of June 19, 2024 in the amount of \$133,851.50.

6. REPORT OF THE LIBRARY DIRECTOR

Background Information:

President Lynch was pleased to see how quickly the online Library card registration option is being utilized by the residents. Trustee Larimer inquired regarding the status of the renovation of the front outdoor area of the Library. Director Westgate stated that there are plans in place but that these things do take time regarding securing a Construction Management Firm and going to bid with the specifications. She hopes to have the details ironed out by the fall.

7. MONTHLY STAFF REPORTS

Trustee Larimer inquired regarding the Library's data back-up. Director Westgate and Assistant Director Hays assured him there was a secure redundancy process of back-up procedures in place. The Library follows the model that the Village practices for their data. President Lynch was impressed with the number of school visits that the Youth Services department conducted to promote the annual Summer Reading program. They were very well received by the students and staff of all of the local schools. Trustee Olson continues to be impressed by the nice variety of programs offered by the Adult Services Department. She especially appreciates the Department's support of the DuPage Organic Garden Club programs. Trustee Patel inquired about the possibility of an adult focused Juneteenth program for 2025. Adult Services Manager Moreno stated that there are not many presenters who offer that and that their availability is very limited, but that he will pursue this possibility for next year.

8. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Hudspeath moved** and **Trustee Larimer seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:21 p.m.

July 17, 2024
Date approved

Mansi Patel, Secretary for the Board of Library Trustees