

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: October 16, 2024

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:00 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 Leszczewicz, Olson, Rogers, Patel, Larimer and Lynch

Absent: Trustee Hudspeath

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

4. PUBLIC PARTICIPATION – None

5. CONSENT AGENDA

Trustee Larimer moved and **Trustee Rogers seconded** the establishment of a Consent Agenda for the Regular Meeting of October 16, 2024. Motion approved.

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

Nays 0

Absent..... Trustee Hudspeath

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

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

Nays 0

Absent..... Trustee Hudspeath

5.1 Minutes of the Regular Board Meeting of September 18, 2024

5.2 Accept the Monthly Financial Statements of the Treasurer for the Period Ending September 30, 2024

5.3 Recommendation, Re: Approval of Executive Session Minutes of July 17, 2024, reviewed in Executive Session of the HR Committee meeting of October 16, 2024

5.4 Recommendation, Re: Approval of Staff Compensation as Discussed in Executive Session of the HR Committee Meeting of October 16, 2024

5.5 Approval of Disbursements of September 1-30, 2024 plus the Addendum for the Meeting of October 16, 2024

5.6 Report of the Library Director

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

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

Nays 0

Absent..... Trustee Hudspeath

6. NEW BUSINESS

6.1 Recommendation, Re: Approval of Upland Design, Ltd Proposal and Agreement

Trustee Larimer moved and **Trustee Olson seconded** that the Carol Stream Public Library Board of Trustees approve the Upland Design, Ltd. Proposal and Agreement. Motion approved.

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

Nays 0

Absent..... Trustee Hudspeath

Background information:

The proposal and agreement from Upland Design for the redesign of the front outside area of the Library. The total cost for their services for the project is \$27,500 which includes everything for the project from concept design, to construction documents, bidding assistance and construction administration. The Library will also be working with staff from FQC (as a consultant) to review documents and to oversee and communicate with Upland as needed on the Library's behalf. Approval for the agreement is included as an action item for the Board as required by Library policy for expenditures exceeding \$10,000.

6.2 Discussion: Review of New Website

Background information:

The Library contracted with Library Market to develop a new web page design in Drupal 10 that will also meet the accessibility requirements that will be in effect within the next few years. Assistant Director Laura Hays shared some of the highlights of the new website that will launch on November 12, 2024.

7. MONTHLY STAFF REPORTS

Background Information:

Trustees were pleased with the success of the newly offered Arabic Storytime in Youth Services and the Adult Services Spanish for Beginners classes. Adult Services will be offering a more advanced Spanish class in the future for those who completed the Beginner sessions. President Lynch encouraged the Trustees to attend the ILA Legislative Meet-up in December if they are available. Trustee Larimer is pleased with the continued increase in library card registrations.

8. UNFINISHED BUSINESS

8.1 Recommendation, Re: Approval of Intergovernmental Agreement with the Village of Carol Stream for the Klein Creek Overlook Project

Background Information:

The IGA is still in draft form so is not yet ready for approval. The finalized IGA will be presented for approval at a future Board meeting.

9. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Olson moved** and **Trustee Larimer seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:32 p.m.

November 20, 2024

Approved (date)

Mansi Patel, Secretary
Library Board of Trustees