

**OAK PARK PUBLIC LIBRARY  
834 LAKE ST., OAK PARK, ILLINOIS**

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES, REGULAR MEETING  
FEBRUARY 28, 2023, 6:30 p.m.**

**BOARD MEMBERS PRESENT**

Theodore Foss	Vice President
Madhurima Chakraborty	Secretary (remote)
Kristina Rogers	Trustee
Virginia Bloom	Trustee
Colleen Burns	Trustee

**BOARD MEMBERS ABSENT**

Matthew Fruth	President
Susanne Fairfax	Trustee

**ALSO ATTENDING**

Joslyn Bowing Dixon	Library Executive Director
Rob Simmons	Director of Social Services and Public Safety
Stephen Jackson	Director of Equity and Anti-Racism
Leigh Tarullo	Director of Collections
Jodi Kolo	Director of Communications
Jeremy Andrykowski	Director of Finance
Elizabeth Marszalik	Director of Facilities & Technology
Billy Treece	Director of Human Resources
Lori Pulliam	Director of Public Services and Programs
Rory O'Neill	

Minutes prepared by Robert DiBartolomeo of Minutes Solutions Inc. from a video recording.

**1. CALL TO ORDER**

There being a quorum present, and the Trustees having been given adequate and proper notice of the meeting, the meeting was called to order at 6:32 p.m.

**2. REVIEW AND APPROVAL OF THE MINUTES**

On a motion made by Colleen Burns, seconded by Virginia Bloom, it was resolved to approve the minutes from the January 24, 2023, Board of Library Trustees meeting, as amended. Motion carried.

3. **PUBLIC COMMENTS**

Rory O'Neil alleged invoices were paid for incomplete contract work.

4. **TRUSTEE COMMENTS AND CALENDAR**

There were no Trustee comments.

5. **EXECUTIVE DIRECTOR REPORT**

Joslyn Bowing Dixon reviewed the report, noting that the Urban Library Council's "declaration of democracy" underscores Oak Park's philosophies.

6. **STAFF REPORTS**

- a. **Strategic Priorities Report:** Joslyn Bowing Dixon reviewed the strategic priorities report.

**Social Services and Public Safety Update:** Rob Simmons reported that he recently represented the library on the Village of Oak Park's Alternative Call Response Taskforce, which examined alternative call responses to the police when handling individuals with mental illness. Two models are being examined: one is an outreach model; and the other implements an imbedded social worker within the city police department. Recommendations will be prepared for the Village Manager to take to the Village Board by the end of March 2023.

Simmons reported that the Village Health Department is working to make opioid overdose kits available to the public in Oak Park. Oak Park Public Library is partnering with the Health Department and Oak Park Township to house naloxone kits at no cost to key locations throughout the community. Library staff will be offered training on basic awareness, harm reduction and how to safely administer naloxone.

Simmons said Public Safety staff are piloting the use of body cameras as a de-escalation tool. It appears formal incident reports have decreased since the body cam implementation.

- b. **Library Core Use Statistics:** The Board reviewed the core use statistics.
- c. **Additions and Terminations Report:** The Board reviewed the additions and terminations report.
- d. **Staff Changes Report:** The Board reviewed the staff changes report.

**7. FINANCIAL REPORTS**

**a. January 2023 Financial Reports:** The Board reviewed the financial reports for January, 2023.

**b. January 2023 Resolutions on Disbursements:**

On a motion duly made, it was resolved that disbursements for the month of January, 2023, in the total amount of \$1,158,107.90, as detailed in the cash disbursements journal and general ledger and summarized with adjustments for credits in the statement of income and expense for that month be ratified, confirmed and approved. Motion carried.

**8. ADDITIONAL REPORTS**

**a. Intergovernmental Committee:** There was no report.

**b. Council of Governments:** There was no report.

**c. PlanIt Green:** PlanIt Green discussed how to effectively collaborate regarding programming and shared resources.

**d. Friends of the Oak Park Public Library:** Friends of the Oak Park Public Library met to discuss plans to host the book fair in July 2023, rather than August. Six weeks of book collection will begin on June 1, 2023. The fair will be hosted on all three floors of the library. Childrens' books will be available on the first floor, fiction on the second, and non-fiction on the third floor.

**9. UNFINISHED BUSINESS**

**a. Approve Closed Meeting Minutes:** There were no closed minutes to approve.

**10. NEW BUSINESS**

**a. Library Policy Updates:**

The Board reviewed the policy updates included in the meeting packet, and took action to approve the following:

- NEW: [Public Comment at Board Meetings](#)
- REVISED: [Library Programs](#)
- REVISED: Card Member Privileges Policies: [Card Registration](#), [Eligibility for Full Member Benefits](#), and [Lost or Stolen Library Cards](#)
- REVISED: Employment Policy: [Hours of Work](#)

Bowing Dixon said policies that have not been updated in a significant amount of time are being reviewed and will be brought to the Board at future meetings.

**b. Resolution – Name Authorized Bank Signers and Principal for Illinois Funds Investment Account:**

On a motion duly made, it was resolved that the Oak Park Public Library names the following person(s) as authorized signers for banking operations of the Oak Park Public Library:

- Matthew Fruth - Library Board of Trustees - President
- Virginia Bloom - Library Board of Trustees - Finance Officer
- Joslyn Bowling Dixon - Executive Director
- Jeremy Andrykowski - Director of Finance

Resolved further, that the following named person shall be listed as a Principal Authority for the Illinois Funds investments accounts:

- Joslyn Bowling Dixon - Executive Director

Resolved further, that all other names be removed as authorized signers for banking operations and Principal Authority for the Illinois Funds investment accounts. Motion carried.

**c. Draft Resolution – Book Sanctuary:** The Board reviewed the resolution draft.

Bowing Dixon suggested that book bans do not align with the library's mission. She noted that she will be meeting with the Village Manager next.

**11. ADJOURNMENT**

On a motion duly made and carried unanimously, it was agreed that there was no further business of the Board to transact; the meeting was closed at 8:02 p.m.

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.