

**OAK PARK PUBLIC LIBRARY  
834 LAKE STREET  
OAK PARK, ILLINOIS**

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES  
REGULAR MEETING  
JUNE 27, 2023, 6:30 P.M.**

**BOARD MEMBERS:**

Matthew Fruth	President
Virginia Bloom	Vice President (via teleconference)
Madhurima Chakraborty	Finance Officer
Susanne Fairfax	Secretary
Kristina Rogers	Trustee
Theodore Foss	Trustee
Maya L. Ganguly	Trustee

**GUESTS:**

Joslyn Bowing Dixon	Executive Director
Jeremy Andrykowski	Director of Finance
Jodi Kolo	Director of Communications
Lori Pulliam	Director of Public Services and Programs
Leigh Tarullo	Director of Collections
Marcin Terlik	Director of Technology
Billy Treece	Director of Human Resources
Rob Simmons	Director of Social Services and Public Safety
Rory O'Neill	Public Commenter

Minutes prepared by Robert DiBartolomeo of Minutes Solutions Inc. from an audio 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 6:30 p.m.

**2. ONLINE PARTICIPATION**

**On a motion made by Matt Fruth, and seconded by Kristina Rogers, it was resolved to approve vice president Virginia Bloom's online participation in the Board of Trustees meeting. Motion carried.**

**3. APPROVAL OF MINUTES**

**On a motion duly made, it was resolved to approve the minutes of the May 23, 2023, Board of Trustees meeting, as presented. Motion carried.**

**4. PUBLIC COMMENTS**

Rory O'Neil advised against awarding Alpha Building Services future contracts.

**5. TRUSTEE COMMENTS AND CALENDAR**

- a. **Set Strategic Planning Session Date:** *ACTION – Matthew Fruth will distribute a poll of potential dates for the Board's 2023 strategic planning session.*
- b. **Oak Park Parade:** Matthew Fruth reported that the parade will be held on July 4, 2023. Information regarding the Board's participation in the parade was sent via email.
- c. **Farmer's Market:** Matthew Fruth reported trustees are welcome to join him at the Farmer's Market on July 15, 2023. Tables and chairs will be provided.

**6. EXECUTIVE DIRECTOR REPORT**

The Board reviewed the executive director's report, included in the meeting materials.

**7. STAFF REPORTS**

- a. **Strategic Priorities Report:** The Board reviewed the strategic priorities report.
- b. **Library Core Use Statistics:** New cardholder retention, net promoter score, and building visits are on the rise.
- c. **Additions and Terminations Report:** The Board reviewed the additions and terminations report. It was noted that multiple interns were onboarded.
- d. **Staff Changes Report:** Genevieve Grove was promoted from librarian to supervising librarian. Margita Lidaka was promoted from librarian to supervising librarian.

**8. FINANCIAL REPORT SUMMARY**

- a. **May 2023 Financial Reports:** The Board reviewed the financial statements dated May 31, 2023.
- b. **May 2023 Resolutions on Disbursements:**

**On a motion duly made, it was resolved that disbursements for the month of May, 2023, in the total amount of \$937,440.92 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.**

**9. ADDITIONAL REPORTS**

- a. **Intergovernmental Committee:** The Committee is planning two workshops and public forums for both the spring and autumn. The autumn workshop will focus on mental health. The spring workshop will focus on identifying obstacles the Committee faces and how to deal with them.

- b. **Council of Governments:** The Council of Governments is focusing on an initiative that explores how to develop a baseline for values, strengths, diversity, and inclusion, and how to work together with other groups.
- c. **PlanIt Green:** PlanIt Green is scheduled to meet on June 29, 2023.
- d. **Friends of the Oak Park Public Library:** Friends of the Oak Park Public Library is taking donations for this summer's book sale to be held July 14-16, 2023.

10. **UNFINISHED BUSINESS**

- a. **Approval of Closed Meeting Minutes:** There were no closed meeting minutes to approve.
- b. **2024 Holidays and Scheduled Building Closing Policies:**

On a motion made by Maya L. Ganguly, seconded by Madhurima Chakraborty, it was resolved to approve the 2024 library calendar. Motion carried.

On a motion made by Madhurima Chakraborty, seconded by Kristina Rogers, it was resolved to approve the 2024 scheduled building closings policy, as amended. Motion carried.

11. **NEW BUSINESS**

- a. **Policy Review – Collection Strategy Statement:**

On a motion made by Madhurima Chakraborty, seconded by Maya L. Ganguly, it was resolved to approve the collection strategy statement, as amended. Motion carried.

- b. **Intergovernmental Agreement to Provide Naloxone Box at Main:**

On a motion duly made, it was resolved to approve the naloxone box intergovernmental agreement between the Oak Park Public Library and the Village of Oak Park. Motion carried.

- c. **Resolution – 2023 Non-Resident Cards Fee:**

On a motion duly made, it was resolved to approve the recommendation that Oak Park Public Library continue to participate in the State of Illinois non-resident library card program, that the fee for a non-resident library card be set at \$443.47 for July 2023 to June 2024, and that the library's circulation policies be amended to reflect the change in amount. Motion carried.

- d. **Resolution – Update Financial Signers:**

On a motion duly made, it was resolved to approve the resolution to name the following person(s) as authorized signers for banking and investing operations of the Oak Park Public Library:

- **Matthew Fruth – Library Board of Trustees – President**
- **Madhurima Chakraborty – Library Board of Trustees – Finance Officer**

- **Joslyn Bowling Dixon – Executive Director**
- **Billy Treece – Director of Finance and Human Resources**
- **Lori Pulliam – Director of Public Services and Programs**

**It was further resolved that all other names be removed as authorized signers for banking operations and investment accounts. Motion carried.**

**12. ADJOURNMENT**

**On a motion duly made and carried unanimously, it was agreed that there being no further business to discuss, the meeting be adjourned at 8:09 p.m.**