

Minutes for July 23, 2024 Regular Library Board Meeting

1. Call to order and roll

President Fruth called the meeting to order at 6:31pm and took roll.

Present: Kristina Rogers, Madhurima Chakraborty, Theodore Foss, Virginia Bloom, Matthew Fruth, Maya Ganguly

Absent: Susanne Fairfax

Also attending: Suzy Wulf, Co-Interim Director, Leigh Tarullo, Co-Interim Director

Public commentators: Rory O'Neill

2. Approval of Minutes

June 25, 2024 Regular Meeting

Moved by Foss. Seconded by Bloom. Approved by all trustees.

3. Public Comments

Rory O'Neill made a public comment expressing concerns over the library's cleaning contract, to be renewed in August.

4. Trustee Comments and Calendar

Discussed is the Farmers Market event held Saturday, July 27 from 9am to 1pm where the board of trustees will have a booth to engage with the community and the elected officials barbecue on Wednesday, September 11.

5. Interim Co-Director Report

Wulf discussed the Friends of the Library Book Sale that was held in July, noting a great turnout and great weekend, noting there will be more to report in the next month.

6. Staff Reports

a. Strategic Priorities Report

Tarullo and Wulf presented highlights from the report across the four priorities: Engagement, Learning, Stewardship, and Anti-Racism & Equity. Discussed were staff spotlights from

Children's Services and Special Collections as well as community voice from events reported from Public Services and Programs service area.

b. Library Core Use Statistics

Discussed is a new quarterly format displaying the core use statistics, reporting on quarter two. Noted were the monthly trends and the year-over-year average between this year and the previous year.

c. Additions and Terminations Report

d. Staff Changes Report

7. Financial Reports

a. June 2024 Financial Reports

The board reviewed the financial reports dated June 30, 2024.

b. Resolutions on Disbursements

Moved by Rogers. Seconded by Foss. Approved by all trustees.

8. Additional Reports

a. Intergovernmental Committee (IGOV): Did not meet.

b. Council of Governments (CoG): Did not meet.

c. PlanIt Green: Foss reported on the importance of the library educating everyone on sustainability.

d. Friends of the Oak Park Public Library: Did not meet. Next meeting is August 12.

9. Unfinished Business

a. Executive Search

Fruth discussed the agreement and contract with Koya Partners to conduct the executive director search, noting the cost and changes to the agreement. A search committee will be formed, consisting of Chakraborty, Foss, and Fairfax to meet every two weeks working with a member of the Koya team to create a candidate profile for revision and approval to send out to screen candidates.

b. Staff Survey

Discussed is a staff survey to be conducted, collecting feedback from staff to be used in conjunction with the executive director search process. The two proposals to be chosen from are Yardstick Management and Holistic Index.

Motion to select Holistic Index as the vendor to perform the staff survey.

Moved by Rogers. Seconded by Ganguly. Approved by all trustees.

10. New Business

a. Approve the Opening of a Money Market Account with Wintrust Bank

Moved by Ganguly. Seconded by Bloom. Approved by all trustees.

Motion to move items on the agenda, to enter closed session before the two remaining policies action items subject for approval. Moved by Bloom. Seconded by Ganguly. Approved by all trustees.

11. Closed Session (if needed)

Motion to enter closed session. Moved by Bloom. Seconded by Ganguly.

President Fruth took roll to enter the closed session. Approved by all trustees.

Resumed open session at 8:57pm to discuss the two remaining agenda items under new business, which are two policies:

b. Information Systems Use Policy

Motion to table this policy into the next regular board meeting, in August.

Moved by Bloom. Seconded by Chakraborty. Approved by all trustees.

c. Social Media Use Policy for Library Staff

Motion to table this policy into the next regular board meeting, in August.

Moved by Bloom. Seconded by Chakraborty. Approved by all trustees.

12. Adjournment

Fruth adjourned the meeting at 9:04pm.