

Minutes for August 27, 2024 Regular Library Board Meeting

1. Call to order and roll

President Fruth called the meeting to order at 6:35pm. Secretary Fairfax took roll.

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

Also attending: Suzy Wulf, Co-Interim Director, Leigh Tarullo, Co-Interim Director, Billy Treece, Director of Finance and Human Resources

Public commentators: None.

2. Approval of Minutes

July 23, 2024 Regular Meeting

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

3. Public Comments

No public comments were made for this regular library board meeting.

4. Trustee Comments and Calendar

Discussed were the Elected Officials BBQ, the next regular library board meeting, and the ILA Annual Conference.

5. Interim Co-Director Report

Wulf discussed Tarullo acting and serving as the staff leadership liaison for the meetings with Koya Partners, along with the board committee for the executive director search. Wulf reported on the leadership and management teams meeting with Koya Partners.

6. Staff Reports

a. Strategic Priorities Report

Wulf discussed the report, highlighting the Middle and High School Services having activities for teens over the summer to engage and participate in programs at the library, highlighting two staff spotlights, digital learning specialist and library assistant from Learning and Anti-Racism & Equity respectively. Tarullo discussed the report, highlighting a library tour for older adults,

noting visiting the Creative Studio and Special Collections and the feedback from the tour. Highlighted was the Facilities team improving and maintaining the library facilities by having a fire sprinkler inspection and the work of major projects such as the parking garage equipment and exhaust fan and air handler systems.

b. Additions and Terminations Report

c. Staff Changes Report

7. Financial Reports

a. July 2024 Financial Reports

The board reviewed the financial reports dated July 31, 2024.

b. Resolutions on Disbursements

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

8. Additional Reports

a. Intergovernmental Committee (IGOV): Did meet. Rogers reported on a panel for prospective trustees, scheduled to be held in September.

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

c. PlanIt Green: Did meet. Foss reported the website not being up to date and noted the continued great work with the community.

d. Friends of the Oak Park Public Library: Did meet. Ganguly reported on the August meeting held about the statistics from the book fair, noting an increase in sales from the previous year as well as an upcoming fall social and volunteer pizza party.

9. Unfinished Business

a. Executive Search Process

Fruth discussed the search committee, which consists of Chakraborty, Fairfax, Foss, along with Tarullo as a representative from the staff in facilitating the conversations between staff in Leadership and Management teams with Koya, having meetings scheduled every two weeks. Discussed is the development of the timeline for the process and the needs assessment survey, which will go out to staff members to participate in. Chakraborty discussed the timeline, noting the second committee meeting scheduled to meet and the many stages of the search process: including outreach and candidate cultivation, interviews and references, meeting with the final

candidates, and the importance of communications between board members and the executive search committee. Discussed is the ways of getting community input and how the information will be used towards the search process.

b. Information Systems Use Policy

Motion to approve the Information Systems Use Policy, as an interim policy for the next 90 days, where it will be reviewed by the library board and staff for revisions to be brought into the next regular library board meeting for approval.

Moved by Chakraborty. Seconded by. Bloom. Approved by all trustees, with the exception of Foss who abstained.

10. New Business

a. 2025 Library Budget Draft

Discussed is the 2025 Library Draft Budget where it starts with the memo detailing the process and key items to discuss in the draft budget such as: revenue, people, and capital expenses. Noted is the importance of building and maintaining a balanced budget by decreasing the deficit and how staff balanced the budget. Several budget lines were discussed, from workers compensation to dues.

b. Bylaws of the Board of Trustees Review

Discussed are the current By-Laws of the Board of Trustees such as the meeting structure, committees, and order of business. Emphasized are that any changes made to be proposed at the next regular board meeting to be approved at the following meeting after.

11. Closed Session

Motion to enter closed session to discuss personnel matters. Moved by Bloom. Seconded by Foss.

Secretary Fairfax took roll to enter into closed session. Approved by all trustees.

12. Adjournment

Fruth adjourned the meeting at 9:34pm.