

# **Minutes for October 22, 2024, Regular Board of Library Trustees Meeting**

## **1. Call to order and roll**

President Fruth called the meeting to order at 6:32 pm. Ganguly took roll as acting secretary

**Present:** Kristina Rogers, Theodore Foss, Matthew Fruth, Maya Ganguly

**Absent:** Madhurima Chakraborty, Susanne Fairfax, Virginia Bloom

A quorum was present at this meeting

**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**

### **September 27, 2024 Regular Meeting**

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

## **3. Public Comments**

There was one public comment received through email from Roy Plotnick expressing concerns over the travel and CD collections being moved from the Maze branch to the Main library.

## **4. Trustee Comments and Calendar**

Discussed is the next board meeting held for November and the ILA Library Legislative Meet-Ups on December 3 at the Chicago Marriott in Oak Brook. Trustees Rogers and Fruth expressed interest in attending.

## **5. Interim Co-Directors Report**

## **6. Staff Reports**

### **a. Strategic Priorities Report**

Tarullo highlighted content from Stewardship and Anti-Racism and Equity, noting a space and equipment study of the systems in Special Collections relating to temperature and humidity and the redesign of the third floor collection pullouts.

Wulf highlighted content from Learning and Anti-Racism and Equity, noting the collaboration of Creative Studio and Community Engagement teams on providing bilingual technology classes on topics ranging from mobile device basics to internet safety. Wulf highlighted two events, an author visit and a virtual event focusing on transgender community support.

#### **b. Core Use Statistics**

Discussed is the core use statistics for Q1-Q3 noting an increase in website users in September and online resources.

#### **c. Additions and Terminations Report**

#### **d. Staff Changes Report**

### **7. Financial Reports**

#### **a. September 2024 Financial Reports**

The board reviewed the financial reports dated September 30, 2024

#### **b. Resolutions on Disbursements**

Moved by Foss. Seconded by Ganguly. Approved by all present.

### **8. Additional Reports**

**a. Intergovernmental Committee (IGOV):** Did meet on October 19, 2024. .

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

**c. PlanIt Green:** Did meet. Foss asked about staff support at an event for November 14 held at the Main library and reported on students attending the International Climate Conference.

**d. Friends of the Oak Park Public Library:** Did meet on October 21, 2024.

### **9. Unfinished Business**

#### **a. Executive Director Search**

Discussed was the anti-bias training the search committee had during their committee meeting on October 18. The posting for the position is live and are getting professionals from across the country who expressed interest. Inquiries received are going through Koya to maintain confidentiality and trust with candidates.

#### **b. American Library Association Job Posting**

Search committee was advised to post the job on ALA, noting that there is a fee required to do so. The search committee voted yes to incur the cost, depending on the different options.

Motion to post the job on ALA, with the fee to be determined in conjunction with Koya.

Amended motion above by Ganguly as follows: "Motion to post on ALA for a fee to be determined in conjunction with Koya for a cost up to \$1,000."

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

### **10. New Business**

#### **a. Draft 3 FY2025 Budget**

Discussed is the Draft 3 FY2025 budget, noting two changes relating to revenue projections.

##### **i. Resolution Setting Forth Financial Requirements for the Fiscal Year Beginning January 1, 2025**

Motion to adopt the resolution setting forth financial requirements for the fiscal year, beginning January 1, 2025.

Moved by Foss. Seconded by Rogers. Ganguly took the roll call.

Roll Call Vote

- a. Trustee Foss - Yes
- b. Trustee Rogers - Yes
- c. Trustee Ganguly - Yes
- d. Trustee Fruth - Yes
- e. Absent - Bloom, Fairfax, Chakraborty

#### **b. 2025 Scheduled Building Closing Policy**

Motion to approve the 2025 Scheduled Building Closing Policy, noting a change of Staff Engagement Day from Friday, December 6, 2024 to Friday, January 31, 2025 and an addition, Thursday, July 3, 2025, for buildings to close at 5 pm.

Moved by Ganguly. Seconded by Foss. Approved by all present.

**c. 2024 Scheduled Building Closing Policy**

Motion to approve the revised 2024 Scheduled Building Closing Policy for the library to remain open on Friday, December 6, 2024.

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

**d. December Board Meeting Date**

Motion to move the December meeting date from the 24 to the 17.

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

**e. Computer and Internet Use Policy**

Motion to approve Computer and Internet Use Policy in concept and requesting the language to be checked for grammar and consistency.

Moved by Ganguly. Seconded by Foss. Approved by all present.

**11. Closed Session**

Motion to enter closed session regarding a personnel matter.

Moved by Ganugly. Seconded by Rogers. Approved by all present.

Roll Call Vote

- a. Trustee Foss - Yes
- b. Trustee Rogers - Yes
- c. Trustee Ganguly - Yes
- d. Trustee Fruth - Yes
- e. Absent - Bloom, Fairfax, Chakraborty

**12. Adjournment**

Fruth adjourned the meeting at 7:28 pm.