

# Minutes for September 16, 2025 Regular Board of Library Trustees Meeting

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

President Bloom called the meeting to order at 6:34 pm. Secretary Yamamoto took roll.

**Present:** Megan Butman, Susanne Fairfax, Kristina Rogers, Mika Yamamoto, Virginia Bloom

Annie Wilkinson (present at meeting and left meeting at 6:53 pm)

**Absent:** Colin Bird-Martinez

**Also Attending:** Elsworth Carman, Executive Director, Suzy Antell, Deputy Director, Leigh Tarullo, Director of Collections & Technology, Billy Treece, Director of Finance & Human Resources

**Public Commentators:** none

## **2. Approval of Minutes**

### **August 19, 2025 Finance Committee Meeting**

### **August 26, 2025 Regular Board Meeting**

Motion to approve minutes from August 19, 2025 Finance Committee Meeting and August 26, 2025 Regular Board Meeting.

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

## **3. Public Comments**

There were no public comments submitted in writing or made in person for this meeting.

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

Bloom reminded trustees that Thursday, October 16 is ILA Trustee Day and the deadline to register is October 1 for anyone who is interested in attending. The next finance committee meeting and regular board meeting were mentioned. Butman mentioned an addition to the calendar, being the governance committee meeting which will be on Monday, September 22 at 5 pm.

## **5. Executive Directors Report**

Carman noted thanks to the board members for their participation in the strategic planning session meeting that was held on Sunday, September 14. Carman reported on the staff communication around the presence of Immigration and Customs Enforcement (ICE) in our community and gave an update regarding the Institute of Museum of Library Science (IMLS).

## **6. Staff Reports**

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

In Engagement, the highlights were the collaborative mural project and unveiling event in the Middle & High School Services area that was held in the beginning of August, The Social Services & Public Safety team providing life-saving overdose prevention support. In Learning, the Kids and Adult Summer Reading Programs were highlighted noting over 2,000 people registered with close to 1,800 active participants completed activities and earned beads and prizes. In Stewardship, a staff book club and maintaining & improving of library facilities were highlighted.

### **b. Additions and Separations Report**

The board reviewed the Additions and Separations Report for the month of August 2025.

### **c. Staff Changes Report**

The board reviewed the Staff Changes Report for the month of August 2025.

## **7. Financial Reports**

### **a. August 2025 Financial Reports**

The board reviewed the August 31, 2025 Financial Reports.

### **b. August 2025 Resolutions on Disbursements**

Motion to approve the August 2025 Resolutions on Disbursements.

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

## **8. Additional Reports**

- a. Intergovernmental Committee (IGov):** The next meeting is scheduled for Saturday, September 20. Rogers noted that discussions will include how other governing bodies address community protection regarding ICE, how to report on IGov at meetings, effective communication of those reports, and understanding the cadence of IGov's work.
- b. Council of Governments (CoG):** Did meet. Bloom, Fairfax, along with Executive Director Carman attended where there were discussions on key topics such as preparing for ICE and what organizations are doing to communicate the information to staff. Importance on how to all communicate on the same page. Substance abuse among teens and the adult population is an increasing issue. CoG meetings will now be held virtually to be more accessible to all.
- c. PlanIt Green:** Did not meet. No updates to provide.

- d. **Friends of the Oak Park Public Library:** Did not meet. The next meeting will be held on Monday, October 20.
- e. **Out with Purpose:** Did meet. Fairfax reported on a OPALGA+ Scholarship Gala event, which will be held on November 1 at the Garfield Park Conservatory.
- f. **Collaboration for Early Childhood:** Did not meet. No updates to provide.

## **9. Unfinished Business**

There was no unfinished business for the board to discuss nor take action upon.

## **10. New Business**

### **a. DRAFT 2 FY2026 Budget**

The board reviewed and discussed Draft 2 FY2026 budget, which includes a proposed increase in the property tax revenue line from 4% to 4.3% (an additional \$35,000). Of this increase, expense line items will be affected, including \$8,000 to the Learning & Development expense line to support the Director of Equity and Racism position. Other adjustments include a \$14,000 increase to the print materials line to account for vendor price increases and any tariff costs. The overall library materials budget will represent 9.71% of total expenses. \$13,000 was added to the digital content line to help meet growing community demand for online resources.

### **b. Library Facilities–Staff Access, Use, and Restrictions Policy**

Motion to approve the *Library Access to Staff Members Policy* (formerly titled *Library Facilities–Staff Access, Use, and Restrictions Policy*), with revisions made to enhance readability and clarify expectations for staff.

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

## **11. Closed Session (if needed)**

The board did not enter a closed session for this meeting.

## **12. Adjournment**

Bloom adjourned the meeting at 8:47 pm.