

**MINUTES OF THE REGULAR MEETING
OF THE LIBRARY BOARD OF TRUSTEES
August 18, 2021**

1. CALL TO ORDER

President J. O'Meara called the teleconference meeting to order at 7:01 p.m. via Zoom, streamed live on YouTube.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

| | |
|-----------------|---|
| Board Present: | Debra Dunne Anne Federlein Nancy Hayes Allison Longenbaugh Barbara O'Meara Jeanine O'Meara Ashfaq Syed Nitin Vig |
| Board Absent: | Nick Guo Nina Menis |
| Staff Present: | Dave Della Terza, Executive Director Ellen Conlin, Deputy Director |
| Others Present: | Jennifer Bruzan Taylor, City Council Liaison Raymond Munch, City Budget Manager |

4. TRUSTEE UPDATES

A. Recognition of Trustee Anne Federlein

Director Della Terza and the entire Board thanked Trustee Federlein for her service on the Board and presented her with a book to be added to the collection.

B. Swearing In New Trustee Allison Longenbaugh

President J. O'Meara swore in new Trustee Longenbaugh.

C. Swearing in New Officers

Acting President Dunne swore in President J. O'Meara. President J. O'Meara swore in Vice President Dunne and Secretary Hayes.

5. CONSENT AGENDA

A. Approval of Minutes

1. July 24 24, 2021 – Regular Meeting

B. Approval of Expenditures

July, CY21

| | |
|---------------------------------|--------------------|
| Handwritten Checks | \$ 0.00 |
| Accounts Payable (7/7, 7/28) | \$ 273,507.67 |
| Payroll (7/2, 7/16, 7/30) | \$ 1,225,121.70 |
| Other Payables | \$ 37,915.26 |
| Acct. & Data Processing Charges | <u>\$ 3,048.37</u> |
| TOTAL | \$ 1,539,593.00 |

C. Financial Reports

1. Statement of Cash – July 2021
2. Statement of Revenue and Expense – July 2021

Motion made and seconded to approve the Consent Agenda.

ROLL CALL VOTE:

- **Aye:** Dunne, Hayes, Longenbaugh, O’Meara, B., O’Meara, J., Syed, Vig
- **Absent:** Guo, Menis
- ✓ **MOTION DECLARED CARRIED.**

6. PUBLIC COMMENT

There was no public comment.

7. REPORTS

A. Director’s Report-August

The Director’s Report was accepted as presented. Della Terza gave updates on COVID changes for the Library, as well as ongoing community partnerships and programs. He also shared the Library’s feature article in Naperville Magazine.

B. Diversity, Equity, and Inclusion Survey Report

Della Terza shared findings from the Library’s survey to all staff about Diversity, Equity, and Inclusion.

C. Monthly Statistics – July 2021

Monthly Statistics were accepted as presented.

8. OLD BUSINESS

None

9. NEW BUSINESS

A. 2022 Preliminary Budget Assumptions

Della Terza shared preliminary assumptions and projects for inclusion in the 2022 budget.

Motion made and seconded to approve the preliminary budget assumptions for CY 2022.

ROLL CALL VOTE:

- **Aye:** Dunne, Hayes, Longenbaugh, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Guo, Menis
- ✓ **MOTION DECLARED CARRIED.**

B. User Fee Schedule Update

Updates were suggested to the User Fee Schedule, which includes the prices of items available for purchase at the Library.

Motion made and seconded to approve updated User Fee Schedule.

ROLL CALL VOTE:

- **Aye:** Dunne, Hayes, Longenbaugh, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Guo, Menis
- ✓ **MOTION DECLARED CARRIED.**

C. General Rules of Conduct Update

Updates were recommended to the General Rules of Conduct policy to allow for more lenient consumption of snacks throughout certain Library areas.

Motion made and seconded to approve the updated General Rules of Conduct update.

ROLL CALL VOTE:

- **Aye:** Dunne, Hayes, Longenbaugh, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Guo, Menis
- ✓ **MOTION DECLARED CARRIED.**

D. Additional Board Comments and Questions

Board President J. O'Meara shared updates from the rebranding project kickoff meeting with Joy Riot.

10. ADJOURNMENT

Motion made and seconded to adjourn the regular meeting at 8:12 p.m.

ROLL CALL VOTE:

- **Aye:** Dunne, Hayes, Longenbaugh, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Guo, Menis
- ✓ **MOTION DECLARED CARRIED.**

Submitted by,
Ellen Conlin
Deputy Director