

**MINUTES OF THE REGULAR MEETING  
OF THE LIBRARY BOARD OF TRUSTEES  
JULY 24, 2021**

**1. CALL TO ORDER**

President J. O'Meara called the teleconference meeting to order at 11:03 a.m. via Zoom, streamed live on YouTube.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Board Present:                   Nick Guo  
  Nina Menis  
  Jeanine O'Meara  
  Ashfaq Syed  
  Nitin Vig

Board Absent:                   Debra Dunne  
  Anne Federlein  
  Nancy Hayes  
  Barbara O'Meara

Staff Present:                   Dave Della Terza, Executive Director  
  Trente Arens, Marketing & Communications Manager

**4. CONSENT AGENDA**

**A. Approval of Minutes**

1. June 16, 2021 – Regular Meeting
2. June 16, 2021 – Nominating Committee Meeting

**B. Approval of Expenditures**

June, CY21

Handwritten Checks	\$0.00
Accounts Payable (6/16, 6/30)	\$ 292,312.23
Payroll (11/6, 11/20)	\$ 826,045.90
Other Payables	\$ 39,215.57
Acct. & Data Processing Charges	<u>\$ 2,736.10</u>
TOTAL	\$ 1,160,309.80

**C. Financial Reports**

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

Motion made and seconded to approve the Consent Agenda.

**ROLL CALL VOTE:**

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

**5. COMMUNICATIONS AND PUBLIC FORUM**

None.

**6. REPORTS**

**A. Director's Report – July 2021**

The Director's Report was accepted as presented. Della Terza highlighted the upcoming budget process at the next two Board Meetings.

**B. Quarterly Statistics – 2<sup>nd</sup> Quarter 2021**

Quarterly Statistics were accepted as presented.

**C. Monthly Statistics – June 2021**

Monthly Statistics were accepted as presented.

**7. OLD BUSINESS**

None

**8. NEW BUSINESS**

**A. Recommendation for Naperville Public Library Rebranding Project**

Della Terza explained the recent RFQ process for a rebranding project. The project consists of a research phase, strategy development, creation of an impact statement, a new brand identity, and new brand guidelines. Ten companies submitted proposals, and four were interviewed by a team consisting of Della Terza, Board President Jeanine O'Meara, Deputy Director Ellen Conlin, and Marketing & Communications Manager Trente Arens. After the interviews, the team recommended awarding the rebranding contract to Joy Riot.

Motion made and seconded to approve the contract for the rebranding project to Joy Riot at a cost of \$24,300, with an optional \$2,000 for additional travel expenses if needed.

**ROLL CALL VOTE:**

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

## 9. ADJOURNMENT

Motion made and seconded to adjourn the regular meeting at 11:33 a.m.

### **ROLL CALL VOTE:**

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

Submitted by  
Dave Della Terza  
Executive Director