

MINUTES
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
BILDER FAMILY MEETING ROOM
WEDNESDAY, AUGUST 9, 2023
7:00 P.M.

BOARD MEMBERS PRESENT: Marilyn Cleland, Bill Cummings, Rebecca Hunt, Kelli Meserole, Susan Richter, Gary Vander Meer, India Washington

BOARD MEMBERS ABSENT: Leslie Metz, Jennifer Salmon

LIBRARY STAFF PRESENT: Emily Faulkner, Samantha Hathaway

GUESTS PRESENT: Andrea Dahlberg, Betsy Zimmerman

CALL TO ORDER

The meeting was called to order by Hunt at 7:01 p.m.

ADDITIONS/CHANGES TO AGENDA

Change Discussion/Action Item C from "Approve" to "Discuss."

PUBLIC COMMENTS

None

OATH OF OFFICE

Cleland administered the Oath of Office to Bill Cummings.

COMMUNICATIONS

None

ANNOUNCEMENTS

- A. Upcoming After-hours Events:
 - i. Saturday, October 14 at 6:30 p.m. – Jazz in Progress
 - ii. Saturday, October 28 at 6:30 p.m. – Wild Blue Ukulele Orchestra
- B. Board Officer Election: Two Officer positions will be vacant by the end of the meeting. Officer elections for Vice President and Secretary will take place at the next meeting.

APPROVAL OF MINUTES

- A. July 12, 2023 Board Meeting minutes: Vander Meer moved to approve the July 12, 2023 Board Meeting minutes as distributed. Seconded by Cleland. Motion passed.

REPORTS

- A. July Director's Report: Faulkner noted that the City's mural project is progressing ahead of schedule. Summer Reading was a success. Program attendance has increased.

DISCUSSION/ACTION ITEMS

- A. Review Trustee Facts File – Chapter 7: Reviewed.
- B. Review Standards for Libraries – Chapter 7: Reviewed. Faulkner briefly outlined the library's collection development policy.
- C. Discuss 2024 Pay Scale: Faulkner suggests that the Board discuss and approve the pay scale at the time they discuss and approve the 2024 budget.

FINANCE

- A. Approve July 2023 Monthly Bills: The Board discussed the payment process for the library's portion of the Health Insurance cost that we get from the City. Richter moved to approve the July 2023 monthly bills. Seconded by Washington. Motion passed via roll call; 7-0.

- B. Review Financials: Reviewed.

CLOSED SESSION

- A. Vote to go into Closed Session for the Review of Closed Meeting Minutes as permitted under Illinois Law 5 ILCS 120/2.06(d): Richter moved to go into Closed Session for the Review of Closed Meeting Minutes. Seconded by Washington. Motion passed via roll call; 7-0.

REPORT FROM CLOSED SESSION

- A. Approve Release or Retention of Closed Meeting Minutes: Richter moved to retain Closed Meeting minutes. Seconded by Meserole. Motion passed.

OLD BUSINESS

The Board would like to draft a letter of gratitude to outgoing Board members.

NEW BUSINESS

Richter noted that Antioch Public Library provides laptops to Board members on which to conduct library business. The Board discussed this and the option of a shared folder containing key documents. Faulkner noted that such a folder had been created and she will resend the information on how to access it.

ADJOURNMENT

Richter moved to adjourn. Seconded by Vander Meer. Motion passed. Meeting adjourned at 8:30 p.m.