

MINUTES
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
BILDER FAMILY MEETING ROOM
WEDNESDAY, NOVEMBER 8, 2023
7:00 P.M.

BOARD MEMBERS PRESENT: Bill Cummings, Rebecca Hunt, Kelli Meserole, Susan Richter, Gary Vander Meer, Betsy Zimmerman

BOARD MEMBERS ABSENT: Andrea Dahlberg, Jennifer Salmon, India Washington

LIBRARY STAFF PRESENTS: Emily Faulkner, Samantha Hathaway

GUESTS PRESENT: None

CALL TO ORDER

The meeting was called to order by Hunt at 7:00 p.m.

ADDITIONS/CHANGES TO AGENDA

Closed session is moved to immediately after Minutes. Item G under Discussion/Action has been removed. Item B, Report from ILA, has been added to Reports.

PUBLIC COMMENTS

None

COMMUNICATIONS

None

ANNOUNCEMENTS

None

MINUTES

- A. Approve October 11, 2023 Board Meeting Minutes: Richter moved to approve the October 11, 2023 Board Meeting minutes as distributed. Seconded by Vander Meer. Motion passed.

CLOSED SESSION

- A. Vote to go into Closed Session for the Discussion of Topics as permitted under Illinois Law 5 ILCS 120/2(c)(1): Richter moved to go into Closed Session for the Discussion of Topics as permitted under Illinois Law 5 ILCS 120/2(c)(1). Seconded by Zimmerman. Motion passed via roll call; 6-0. The Board went into Closed Session at 7:12 p.m.
- B. Return to Open Session: The Board returned to Open Session at 8:27 p.m.
- C. Report from Closed Session: The Board reported that they are satisfied with Faulkner's performance and that her 2024 goals have been set.

REPORTS

- A. Director's Report: Reviewed. Faulkner briefed the Board on the electrical issue that occurred. The library is increasing the number of Notaries Public on staff.
- B. Report from Illinois Library Association (ILA) Annual Conference: Richter attended many sessions including ones on book banning, First Amendment audits, Library of Things, among others. She found the sessions useful and engaging.

DISCUSSION/ACTION ITEMS

- A. Review Trustee Facts File – Chapter 10: Reviewed. Faulkner noted that the mayor has expressed his pleasure with the library’s 2024 Levy request.
- B. Review Standards for Libraries – Chapter 10: Reviewed.
- C. Approve Nonresident Fee Structure: Richter moved to adopt the DKPL Non-Resident Fee Formula for 2024. Seconded by Meserole. Motion passed.
- D. Approve 2024 Closed Dates: Richter moved to approve the 2024 Closed Dates. Seconded by Zimmerman. Motion passed.
- E. Approve Annual Appeal Letter: The Fundraising Committee recommended the approval of the Annual Appeal Letter. Motion passed.
- F. Approve Years of Service Addition to Personnel Manual: Faulkner explained this topic and addition to the Personnel Manual. The Board tabled the subject until the next meeting.

FINANCE

- A. Approve Director’s 2024 Salary: Richter moved to approve the Director’s base 2024 Salary as \$135,368. Seconded by Meserole. Motion passed via roll call; 5-0.
- B. Approve Wenner Trust Settlement: Faulkner explained the circumstances and procedure decided upon. Interest will be used for materials. Richter moved to approve the Wenner Trust Settlement. Seconded by Cummings. Motion passed via roll call; 5-0.
- C. Approve September and October 2023 Monthly Bills: Richter moved to approve the September and October 2023 Monthly Bills. Seconded by Meserole. Motion passed via roll call; 5-0.
- D. Review Financials: Reviewed.

OLD BUSINESS

None

NEW BUSINESS

Vander Meer noted that individual Board members’ Director evaluations will be destroyed. Faulkner will have an official letter added to her Personnel file.

ADJOURNMENT

Richter moved to adjourn. Seconded by Cummings. Adjourned at 9:21 p.m.