

MINUTES
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
BILDER FAMILY MEETING ROOM
WEDNESDAY, MAY 22, 2024
6:30 P.M.

BOARD MEMBERS PRESENT: Deborah Booth, Bill Cummings, Andrea Dahlberg, Rebecca Hunt, Jennifer Salmon, Gary Vander Meer, India Washington, Betsy Zimmerman

BOARD MEMBERS ABSENT: Kelli Meserole

LIBRARY STAFF PRESENT: Emily Faulkner, Samantha Hathaway

GUESTS PRESENT: None

CALL TO ORDER

The meeting was called to order by Hunt at 6:35 p.m.

ADDITIONS/CHANGES TO AGENDA

Remove Item D from Discussion/Action. Add Item C to Announcements. Change Item A. Director's Report to March and April.

PUBLIC COMMENTS

None

COMMUNICATIONS

Faulkner will bring a notice of expansion of the area of economic interest to the June Board meeting.

ANNOUNCEMENTS

- A. Economic Interest Statements: Faulkner reminded the Board to complete these.
- B. Wenner Trust Update: The library received an update on the our portion of the Wenner Trust.

MINUTES

- A. Approve March 13, 2024 Board Meeting Minutes: Vander Meer asked to remove Susan Richter from the Absent portion of the March minutes. It was also indicated that Zimmerman attended remotely. Zimmerman moved to approve the March 13, 2024 minutes as amended. Seconded by Cummings. Motion passed.

REPORTS

- A. Director's Report – March and April: Faulkner noted a few highlights from the reports. The library has submitted a proposal to Kishwaukee United Way to be part of Dolly Parton's Imagination Library. An inspection and repair of the roof was completed. The Friends of the Library Spring Book Sale went very well. Cummings asked for more details about the security issues.

DISCUSSION/ACTION ITEMS

- A. Review Trustee Facts File – Chapters 4 and 5: Reviewed. Booth asked a question about insurance coverage and another about toys. Vander Meer pointed out the policies that addressed each.
- B. Review Standards for Libraries – Chapters 4 and 5: Reviewed. Vander Meer asked about the existence of library signage on arterial streets. Faulkner answered that they exist on either side of the library. A brief discussion was had about the inclusion of braille on the elevator signs. Salmon explained a new system at NIU for wayfinding.

- C. Approve Service Master Stairs Refinishing Contract: We will only be doing the main staircase this year. Washington moved and Dahlberg seconded approval of \$7215 to redo the stairs. Motion passed via roll call; 8-0.
- D. Update on Electrical Work and Landscaping: Faulkner gave an update on landscaping quotes and options. There are ideas about cement terracing in front of the building. The insurance company will be paying for the electrical work, but we are waiting for the parts to arrive.
- E. Update on 2023 Tax Levy: Faulkner gave an overview of the update to the 2023 Tax Levy.

FINANCE

- A. Approve March 2024 and April 2024 Monthly Bills: The Federal government will be reimbursing the library for the switches. Vander Meer moved to approve the March 2024 Monthly Bills. Seconded by Cummings. Motion passed via roll call; 8-0. Zimmerman moved to approve the April 2024 Monthly Bills. Seconded by Vander Meer. Motion passed via roll call; 8-0.
- B. Approve Transfer of \$150,000 Reserve Funds to Operations: Property taxes do not begin arriving until May, then continue throughout the summer. Vander Meer moved to approve the transfer of \$150,000 Reserve Funds to Operations. Seconded by Cummings. Motion passed via roll call; 8-0.
- C. Review Financials: Reviewed. Faulkner will investigate amounts in the April financials.

OLD BUSINESS

None

NEW BUSINESS

Faulkner gave an update on the patio in front of the old entrance. This area is a roof that is currently leaking. Some of the cement is crumbling. Faulkner outlined options for repair.

ADJOURNMENT

Cummings moved to adjourn. Seconded by Washington. Motion passed. The meeting adjourned at 7:55 p.m.