

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF LIBRARY TRUSTEES OF THE
COOK MEMORIAL PUBLIC LIBRARY DISTRICT

June 20, 2023

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, June 20, 2023 at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois. President Deb Ader called the meeting to order at 6:30 p.m. Trustees present at roll call in addition to Ms. Ader were: Jim Larson, Phyllis Dobbs, Karen Singer, Kristen Palic, Lisa Michaluk, and Sara Lawton.

Staff members present were Library Director David Archer, Finance Director Russ Cerqua and Executive Assistant Gabriella Pantle.

Public Comment: None.

Approval of Minutes: Ms. Palic made a motion, seconded by Ms. Dobbs to approve the minutes of the regular meeting of May 16, 2023. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Approval of the Bills: Ms. Dobbs made a motion, seconded by Ms. Ader to approve the Bills Paid Report for the period of May 13, 2023 through June 16, 2023 in the amount of \$1,147,172.26. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Report of the Director: Mr. Archer began with the statistical report announcing that it was a great month for visitors. Cook Park was up 31% and Aspen Drive was up 25%. Across the board the visitor counts were up 25%. Circulation was up 2.5% from a year ago with Fiction and Non-fiction holding their own with the former up 4% and the latter up 9%.

As part of a Legislative Update, Mr. Archer reported that the Illinois Secretary of State's Office/State Library earmarked \$5 million for statewide access to online research databases in the state's FY24 budget. Specific resources, which have yet to be determined, are expected to be available to everyone in the state at no charge, including those residents who currently do not receive public library service. He also announced that the Illinois Senate and House passed the License to Read Act which authorizes the State Librarian to negotiate with publishers of e-books and e-audiobooks on behalf of libraries. Lastly, he reported that on June 12, Governor Pritzker signed House Bill 2789 into law. This new law, which takes effect on Jan. 1, 2024, states that in order to be eligible for State grants, Illinois libraries will be required to have a policy that prohibits library materials from being removed due to partisan or doctrinal reasons. Mr. Archer indicated that it appears that CMPLD's Collection Development Policy already meets the requirements of the Bill.

Mr. Archer then updated the committee on the status of the malfunctioning bollard lights and original ground lights at Aspen Drive, noting that the cause was identified and repairs were made

during the week of June 12. He announced that the Aspen Workshop sliding doors were replaced this morning with new hinged, swinging doors and also that all patron computers at both facilities are in the process of being replaced with new models this week with staff computers scheduled to be replaced later this summer.

Approve Report of the Director: Ms. Dobbs made a motion, seconded by Ms. Palic, to approve the report of the Director. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Report of the President: Ms. Ader referred the Trustees to an email that listed her appointments of committee chairs and representatives noting that if anyone has a concern, to please contact her. The new Board committee assignments are as follows:

Building and Grounds: **Jim Larson, Chair**
Kristen Palic
Sara Lawton

Finance: **Phyllis Dobbs, Chair**
Lisa Michaluk
Deb Ader

Policy: **Lisa Michaluk, Chair**
Kristen Palic
Karen Singer

**Resources, Services and
Long Range Planning:** **Deb Ader, Chair**
Karen Singer
Sara Lawton

Technology **Kristen Palic, Chair**
Phyllis Dobbs
Jim Larson

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance & Employee Practices: The Budget and Appropriation Hearing was scheduled for September 19, 2023 at 6:15pm.

Ms. Dobbs stated that the next committee meeting needs to be scheduled. After discussion, a meeting was scheduled for Tuesday, August 1 at 5:30pm at Cook Park.

Policy Review: No report but a meeting does need to be scheduled after the August 1 Finance meeting.

Building and Grounds: No report but a meeting does need to be scheduled. After discussion, a meeting was scheduled on Tuesday, July 25 at 6:30pm at Cook Park.

Development: Ms. Ader wanted to discuss the necessity of having a Development Committee since it hasn't met for a number of years. A lengthy discussion ensued followed by a poll of the board on whether it should remain a standing committee or be dissolved. The results of the poll showed that all trustees agreed to dissolve the Development Committee. It was noted that revised By-Laws and an accommodating resolution dissolving the committee will be presented at the next Board meeting.

Technology: No report. Committee members scheduled a meeting for Tuesday, August 8 at 6:30pm at Cook Park.

Adhoc Committee of Cooperative Opportunities: Ms. Ader would like to dissolve this committee noting that a resolution authorizing that is being presented tonight. After a brief discussion, Mr. Larson made a motion, seconded by Ms. Palic to approve Resolution 2022-2023/24 authorizing to dissolve the Adhoc Committee of Cooperative Opportunities. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Decennial Committee for Local Government Efficiency: Mr. Larson stated that the committee met on May 30. Administration has their to-do list from that meeting which will be ready for the next committee meeting on September 19.

Resources, Services and Long Range Planning: Ms. Ader announced that the committee has a meeting on July 24 at 6:30pm at Cook Park.

Friends' Representative: Ms. Dobbs stated that the Friends have had very successful sales at the weekly Farmer's Market noting that they make more money there than they do at their annual spring book sale at the Aspen Drive Library.

RAILS Representative: No report but Ms. Ader stated that according to the By-Laws, a trustee needs to be the RAILS representative. She proposed amending the By-Laws to allow for a "designated rep" that is appointed by her. The trustees agreed.

Historical Society Representative: No report.

OTHER BUSINESS:

Resolution 2022-2023/25: Ms. Palic made a motion, seconded by Ms. Ader to approve Resolution 2022-2023/25 authorizing the Library's participation in the Non-Resident Fee Program. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Ordinance 2022-2023/3: Ms. Ader made a motion, seconded by Ms. Dobbs to approve Ordinance 2022-2023/3 setting forth a schedule of regular meetings of the Board of Library Trustees of the Cook Memorial Public Library District commencing July 1, 2023 and ending

June 30, 2024. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Resolution 2022-2023/26: Ms. Ader made a motion, seconded by Mr. Larson to approve Resolution 2022-2023/26 authorizing the Library Director and Finance Director to execute required paperwork with all designated, eligible depository institutions for the fiscal year July 1, 2023 through June 30, 2024. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Select Trustees for Annual Secretary's Audit: Ms. Singer and Ms. Michaluk volunteered to conduct this years' Secretary's Audit.

Communications: Ms. Singer reported that the Rosie the Riveters concert was great fun with a lot of people there. Mr. Archer confirmed that over 200 people attended.

Public questions: None.

Adjournment: Mr. Larson made a motion, seconded by Ms. Dobbs to adjourn the meeting. Having no further business, the meeting was adjourned at 7:39 p.m. Roll call was as follows: Ayes; Ms. Ader, Mr. Larson, Ms. Dobbs, Ms. Singer, Ms. Palic, Ms. Michaluk, and Ms. Lawton. Nays; none. Motion carries.

Respectfully submitted,

Karen Singer, Secretary

Deb Ader, President