

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MARCH 9, 2022**

I. CALL TO ORDER

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

II. ROLL CALL

Upon roll call, the following Trustees were present in person: Trustee Ashok Dhiman, Lauren Dixon, Ken Johnson, Ben Hoyle, Dave Strutzel and Natalie Valenti. Absent: Trustee Sharon Schade.

Also Present: Director Timothy Jarzemsky.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The March Board Meeting Agenda was reviewed. Trustee Strutzel moved, and Trustee Dixon seconded **the motion**, that the agenda of the March 9, 2022 Regular Library Board meeting be approved as amended. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the February Board meeting were reviewed. Trustee Valenti moved, and Trustee Johnson seconded **the motion**, that the minutes of the February 16, 2022 Regular Library Board meeting be approved as amended. The motion carried by voice vote.

VI. TREASURER'S REPORT

The Board reviewed the Treasurer's Report. Trustee Hoyle moved and Trustee Valenti seconded **the motion**, that the Board approve the payment of bills for the month of March, 2022, in the amount of \$46,418.46 and the transfer of approximately \$140,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Johnson, Dhiman, Hoyle, Valenti, Dixon, and Strutzel. Absent: Trustee Schade.

VII. REPORTS

LIBRARIAN'S REPORT

Director Jarzemsky reported on events that took place at the library during the month of February. Patrons, BPL staff, schools, and community groups made 771 Valentines for V.A. Director Jarzemsky thanked Kandy Jones, School Liaison, for all her hard work on coordinating this and all the BPL staff who participated. 70 people attended via Zoom "The Detroit Institute of Arts" webinar on February 7th. 77 people attended via Zoom "The 1918 Spanish Flu Pandemic" webinar on February 28th. BPL will be sharing ad space with the Bloomingdale Park District and Golf Course in the Chamber of Commerce Community Guide & Business Directory. In the spirit of community partnership, Beth Dover, PR/Marketing Coordinator, created the page for all 3 groups.

VII. REPORTS (Continued)

MONTHLY STATISTICS

Attachment D shows the activities for the month of February. Total circulation for the month of February was 19,256. This includes 1,237 items checked out by patrons from other libraries. Library Circulation staff processed 2,960 items to send to other libraries via the RAILS delivery service.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – No report.

FINANCE – A draft budget will be distributed later on in the agenda. If the finance sub-committee would like to meet to discuss this, Director Jarzemsky can, but it is not needed as the budget will be presented to the whole board.

BUILDING AND GROUNDS – No report.

LIAISON REPORTS

SWAN/RAILS – Attachment E is the SWAN summary of the FY 22/23 budget. BPL fee is \$40,984 for next FY. 84 participating libraries purchased a 3 year renewal for EBSCO database. Director Jarzemsky thanked Circulation and Technical Services staff for rolling with the changes to SWAN and continued to offer great service to BPL patrons.

VILLAGE – No report.

FRIENDS OF THE LIBRARY – No report.

BIG – The next BIG meeting is 4/28 at the Park District. Director Jarzmesky will attend and if two board members wish to attend to they can. Jamie Schingoethe, Business Office Assistant Department Head, will email.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

ASPEN CATALOGUE GO LIVE DATE- MARCH 16TH

We are preparing to launch Aspen, the new online catalog, on March 16th. On March 8th there was a soft launch. The link to the catalog is live; you can log in, transfer your checkout data, and start placing holds. Director Jarzemsky showed the board the link on the website and thanked Christine and her staff for their hard work.

X. NEW BUSINESS (Continued)

LIBRARY CLOSINGS 2022

Attachment G is a calendar with the dates that the Library will be closed in 2022. Director Jarzemsky reviewed each holiday on the calendar with the Board. Trustee Hoyle moved, and Trustee Valenti seconded **the motion**, that the Board approve the 2022 Library Closings dates as presented. The motion carried by roll call vote: AYES: Trustees Johnson, Dhiman, Hoyle, Valenti, Dixon, and Strutzel. Absent: Trustee Schade.

IMET ANNUAL MEETING

The annual IMET meeting is scheduled via Zoom on Tuesday, March 22nd. Follow the instructions listed on the document to join the meeting.

THANK YOU LETTER-VETERANS

Attachment I is a thank you letter from the VA thanking BPL for donation valentine cards for vets. Director Jarzemsky thanked Kandy Jones and the BPL staff for practicing.

TENTATIVE FY 2022/2023 DRAFT BUDGET

A tentative draft budget was distributed to the Board, a more detailed budget and discussion will take place at the April Board meeting. The budget is anticipated to be approved at the May meeting.

DIRECTOR'S EVALUATION DOCUMENTS

Director's Evaluation documents were distributed and instructions were given to the Board to prepare for the April Board meeting.

CHAMBER STATE OF THE VILLAGE- APRIL 12TH

Jamie Schingoethe, Business Office Assistant Department Head, will email the board about the upcoming state of the village meeting. The board is invited to attend.

STATEMENT OF ECONOMIC INTEREST

Attachment K is a reminder to fill out the Statement of Economic Interest. The Board should have received an email from the DuPage County Clerk's office. You must complete your statement by May 1, 2022 or the library could pay a fine.

XI. ANNOUNCEMENT

Director Jarzemsky announced about an upcoming author visit to Lake Park presented by Lake Park, BPL, Roselle and Itasca Libraries. It is currently being featured on our website. He encouraged everyone to check it out and attend. Trustee Hoyle shared

XI. ANNOUNCEMENT (Continued)

about the upcoming anime convention at Lake Park and encourages BPL to participate in the future.

XII. Adjournment

Trustee Strutzel moved and Trustee Valenti seconded **the motion** to adjourn the March 9, 2022 Library Board meeting at 8:14 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____
(Minutes recorded by Jamie Schingoethe)