

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
June 8, 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, Ben Hoyle, Ken Johnson, Dave Strutzel. Absent: Trustee Natalie Valenti. Also Present: Director Timothy Jarzemsky.

**III. PUBLIC DISCUSSIONS**

One member of the public was in attendance, Sharon Karpel.

**IV. APPROVAL OF AGENDA**

The June Board Meeting Agenda was reviewed. Trustee Strutzel moved, and Trustee Hoyle seconded **the motion**, that the agenda of the June 8, 2022 Regular Library Board meeting be approved as amended to move Appointment of Trustee to Fill Vacancy following the Approval of the Agenda. The motion carried by voice vote.

**V. NEW BUSINESS**

**APPOINTMENT OF TRUSTEE TO FILL VACANCY**

President Hoyle led a discussion regarding the Trustee vacancy and appointment to fill the vacancy. A few months ago the Board held interviews to fill an open position and the position was filled, because the candidates from that round of interviews were so strong; the Board invited one interviewee Sharon Karpel to attend the June Board meeting.

Trustee Johnson moved and Trustee Dixon seconded **the motion**, that the Board approve the Appointment of Trustee to Fill Vacancy with Sharon Karpel. The motion carried by roll call vote: AYES: Trustees Strutzel, Johnson, Hoyle, Dhiman, Karpel and Dixon. Absent: Trustee Valenti.

**VI. APPROVAL OF MINUTES**

The minutes of the May Board meeting were reviewed. Trustee Dixon moved, and Trustee Strutzel seconded **the motion**, that the minutes of the May 11, 2022 Regular Library Board meeting be approved. The motion carried by voice vote.

**VII. TREASURER'S REPORT**

President Hoyle nominated Trustee Johnson as Treasurer because he expressed prior interest in the position. The motion carried by voice vote. The Board reviewed the Treasurer's Report. Trustee Johnson moved and Trustee Strutzel seconded **the motion**, that the Board approve the payment of bills for the month of June, 2022, in the amount of

## **VII. TREASURER'S REPORT (Continued)**

\$93,103.86 and the transfer of approximately \$250,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Johnson, Hoyle, Dhiman, Karpel and Dixon. Absent: Trustee Valenti.

## **VIII. REPORTS**

### **LIBRARIAN'S REPORT**

Director Jarzemsky reported on events that took place at the library during the month of May. May 7<sup>th</sup> was BPL's tenth annual Free Comic Book Day celebration; we offered 475 free comics. Patrons of all ages stopped by the Dominic Froio Memorial Garden to pick up free comics and stickers, draw on the sidewalk with chalk, and make buttons. Keith's Komix in Schaumburg helped us place the comic book order. Both adult and youth department worked on this event. Our school liaison, Kandy Jones, went to 5 schools to talk to students about Summer Reading. She talked up not only our Summer Reading program, but our materials, summer programming, and the library itself as well.

### **MONTHLY STATISTICS**

Attachment D shows the activities for the month of May. Total circulation for the month of May was 20,095. This is an increase of 2.8% over May, 2022. This includes 1,113 items checked out by patrons from other libraries. Total visits were up as well.

### **STANDING COMMITTEES**

**PERSONNEL** – No report.

**POLICY** – No report.

**FINANCE** – No report.

**BUILDING AND GROUNDS** – Attachment E is the minutes from the Building and Grounds sub-committee meeting with Trustee Dixon and Valenti on 5/25/22. It will be discussed in details late in the agenda. Director Jarzemsky gave an update on the Public washrooms, HVAC facilities assessment, outdoor 24/7 holds locker, water seepage. We are waiting for the final report from architects on the water seepage. The outdoor lockers are delayed from DTech due to the steel just being dropped off to them.

### **LIAISON REPORTS**

**SWAN/RAILS** – The overall SWAN consortium is 76% compared to pre-pandemic numbers and is continuing to tread in the right direction. SWAN Community Forums "Birds of a Feather," is a play on words for SWAN. A section to the SWAN community forums was added highlighting common 3<sup>rd</sup> party services used by our libraries. This online community area is a place where members can discuss use of popular platforms that SWAN provides

## VIII. REPORTS (Continued)

connectivity/integration but are not experts in use of the platform. Members can discuss how they use these platforms and share expertise with colleagues. BPL is using Beanstack for our Summer Reading program this year. Jessica Frazier, Adult Services Assistant Department Head, is in charge of BPL's Digital archives which is available on BPL's website for patron to view.

**VILLAGE** – No report.

**FRIENDS OF THE LIBRARY** – Director Jarzemsky thanked the Friends for their support of our Summer Reading program. The Friends gave us \$2,500 for the Summer Reading t-shirts and we are very grateful for the support.

**BIG** – The next meeting is in July at the Bloomingdale Fire District.

## IX. UNFINISHED BUSINESS

### X. NEW BUSINESS

#### **SELECTION OF TILE/PARTITION COLORS FOR 1<sup>ST</sup> FLOOR WASHROOMS**

The public washrooms are over 20 year old and the fixtures and finishes are in need of replacing. This project was reviewed at the January Annual Planning Meeting and we allocated money in 2022/23 Building Fund to renovate the washrooms. Driessen Construction is the General Contractor on this project. At this point, we need to select the tile and toilet partitions. The committee reviewed a number of samples. They also reviewed photos from a recent successful washroom renovation that Driessen completed in 2021. The committee selected two options with option one being preferred: Option 1: Tile – Boston/Silver – Toilet partition – 213 – BONE and Option 2: Tile – Washington/white – Toilet partition 213- BONE.

The Board reviewed and selected a final color option. Trustee Strutzel moved and Trustee Dhiman seconded **the motion**, that the Board approve Option 1: Tile – Boston/Silver – Toilet partition – 213 – BONE. The motion carried by roll call vote: AYES: Trustees Strutzel, Johnson, Hoyle, Dhiman, Karpiel and Dixon. Absent: Trustee Valenti.

#### **2022 IN-SERVICE DAY APPROVAL TO CLOSE 9/30/22**

Our theme is "Education & Fun". We are currently working on lunch options, morning and afternoon programs/staff activities. The In-Service programming will enhance our staffs ability to fulfill our Mission Statement, Customer Service Standards and Long Range Plan. We are also planning the important employee milestone award ceremony. All members of the Board are welcome to join us. A detailed agenda/schedule will be provided in the coming months. Our next In-Service Committee meeting will be in mid/late June. We are requesting the Board of Trustees to authorize the library to close on Friday, September 30<sup>th</sup>. Trustee Dixon moved and Trustee Hoyle seconded **the motion**, that the Board

**X. NEW BUSINESS (Continued)**

approve the closing of Friday, September 30<sup>th</sup> for the Staff In-Service Day. The motion carried by roll call vote: AYES: Trustees Strutzel, Johnson, Hoyle, Dhiman, Karpel and Dixon. Absent: Trustee Valenti.

**ILLINOIS LIBRARY ASSOCIATION 2022 ANNUAL CONFERENCE**

Director Jarzemsky invited the Board to Trustee Day at ILA. ILA is taking place this year in Rosemont from October 18<sup>th</sup>-20<sup>th</sup>. Once Trustee Day is posted, we will ask who from the Board wishes to attend. Sign up should be in early September.

**XI. ANNOUNCEMENT**

**2022 Summer Concert Series-** The Summer Concert Series are back! We will have three concerts; June 10 with the Jolly Ringwalds, July 8<sup>th</sup> with Horizon and August 12<sup>th</sup> with the StingRays. The Board is invited to attend.

**2022 Staff & Board Summer Reading Challenge-** Attachment K is an email from regarding the Staff and Board Summer Reading Challenge and how to sign up.

**XII. Adjournment**

Trustee Dixon moved and Trustee Dhiman seconded **the motion** to adjourn the June 8, 2022 Library Board meeting at 7:38 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Date: \_\_\_\_\_  
(Minutes recorded by Jamie Schingoethe)