

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
OCTOBER 11, 2023**

ATTACHMENT A 11/08/2023
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**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: Trustees Kory Atkinson, Ashok Dhiman, Lauren Dixon, Ben Hoyle, Ken Johnson, Sharon Karpriel and Natalie Valenti. Also Present: Director Timothy Jarzemsky.

**III. PUBLIC DISCUSSIONS**

**IV. APPROVAL OF AGENDA**

The October Board Meeting Agenda was reviewed. Trustee Dixon moved, and Trustee Dhiman seconded **the motion**, that the agenda of the October 11, 2023 Regular Library Board meeting be approved. The motion carried by voice vote.

**V. APPROVAL OF MINUTES**

The minutes of the September Board meeting were reviewed. Trustee Karpriel moved, and Trustee Valenti seconded **the motion**, that the minutes of the September 13, 2023 Regular Library Board meeting be approved. 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 October 2023, in the amount of \$71,946.81 and the transfer of approximately \$300,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Atkinson, Karpriel, Johnson, Hoyle, Valenti, Dixon and Dhiman.

**VII. REPORTS**

**LIBRARIAN'S REPORT**

Director Jarzemsky reported on events that took place at the library during the month of September. 235 patrons participated in the Alphabet Duck Scavenger Hunt; where rubber ducks representing all 26 letters of the alphabet were hidden throughout the Youth Services department for patrons to locate. Once they located all 26 ducks, they were able to select a water bottle sticker for their prize. BPL was a drop-off location for the Hunger Action Month food/diaper collection. Public Works came to pick ours up along with items dropped off at the Village and Park District. Beth Dover, PR/Marketing Coordinator, worked at Septemberfest on Saturday, September 9 with Liz Scanlon, Circ/Tech Aide and Kandy Jones, School Liaison. Director Jarzemsky was also present. They gave away BPL beach balls purchased specifically for Septemberfest, as well as many other swag items and informational flyers. WiFi usage is up; we had 276 outdoor users within the month.

## **VII. REPORTS (Continued)**

### **MONTHLY STATISTICS**

Attachment D shows the activities for the month of September. Total circulation for the month of September was 22,251; this is a 13% increase over September 2022. This includes 1,511 items checked out by patrons from other libraries. In September, Technical Services staff added 601 items and removed 547 items from the database. Almost every category was up on the attachment; 13 categories up and only 3 were down.

### **STANDING COMMITTEES**

**PERSONNEL** – No report.

**POLICY** – In the near future, Trustee Dhiman, Trustee Karpel, Director Jarzemsky, Katie Richert, Youth Services Department Head and Abby Budzynski, Adult Services Department Head, will need to convene discuss the Material Selection Policy and updates if needed.

**FINANCE** – No report.

**BUILDING AND GROUNDS** – Attachment E is a tentative schedule A/C unit project.

### **LIAISON REPORTS**

**SWAN/RAILS** – Attachment F is the minutes from the SWAN Board meeting on September 15<sup>th</sup>; Director Jarzemsky gave an update on MessageBee and a chart of daily circulation totals.

**VILLAGE** – No report.

**FRIENDS OF THE LIBRARY** – Attachment G is a recap from August/ September; highlighting \$626 from Painting it Forward fundraiser on 8/30.

**BIG** – The next meeting is 10/26 at District 93. Jamie Schingoethe, Business Office Assistant Department Head, will email the Board.

## **VIII. UNFINISHED BUSINESS**

## **IX. NEW BUSINESS**

### **INVESTMENT OF PUBLIC FUNDS REPORT FOR JULY-SEPT**

As required by State Statute, a quarterly investment report is required to be provided to the Library Board. The quarterly report shows exactly where all the funds of the Library are invested. The report was reviewed by the Board.

**IX. NEW BUSINESS (Continued)**

**SEWAGE PUMP REPLACED**

In September, we replaced one of our two sewage pumps. The old pump was over 30 years old. We have two pumps for redundancy. This was included in our building fund schedule of projects for the current FY. Pump #2 was replaced on 8/18/2011 and pump #1 was replaced on 9/20/2023. Kelly Cusack, Maintenance Supervisor, worked with the contractor Metropolitan Industries to ensure that the project went smoothly. We have the pumps inspected and tested each year. A major thank you to Kelly for his hard work making sure everything ran smoothly with the replacement.

**BPL INSURANCE OUTLINE OF COVERAGES**

Attachment J outlines the BPL insurance coverages. Page 3 is a year over year premium comparison and rate dropped in 2019-2022 but are back up even with 2018 pricing.

**X. ANNOUNCEMENTS**

**Thank You from the Humanitarian Service Project-** BPL received a thank you letter for donating 13 boxes of assorted school supplies to the Humanitarian Service Project over the summer.

**Winter Clothing Drive for Homeless Veterans-** BPL is a drop-off location for the winter clothing drive: along with the Village, Fire District 1 and Park District.

**BOOmingdale Halloween Event- Saturday, October 21 (Library Portion 11-2 p.m.)-** The Board is invited to attend the Village-wide Halloween Party on 10/21/23. Library portion of the event is from 11-2 p.m.

**XI. ADJOURNMENT**

Trustee Valenti moved and Trustee Dhiman seconded **the motion** to adjourn the October 11, 2023 Library Board meeting at 7:44 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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