

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
DECEMBER 13, 2023**

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 7:00 p.m.

II. ROLL CALL

Upon roll call, the following Trustees were present in person:

Trustees Ashok Dhiman, Lauren Dixon, Ben Hoyle, Ken Johnson, Sharon Karpiel and Natalie Valenti. Absent: Trustee Kory Atkinson. Also Present: Director Timothy Jarzemsky.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The December Board Meeting Agenda was reviewed. Trustee Karpiel moved, and Trustee Dhiman seconded **the motion**, that the agenda of the December 13, 2023 Regular Library Board meeting be approved. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the November Board meeting were reviewed. Trustee Karpiel moved, and Trustee Johnson seconded **the motion**, that the minutes of the November 8, 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 Johnson moved and Trustee Dhiman seconded **the motion**, that the Board approve the payment of bills for the month of December 2023, in the amount of \$186,302.81 and the transfer of approximately \$350,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, and Dixon. Absent: Trustee Atkinson.

VII. REPORTS

LIBRARIAN'S REPORT

Director Jarzemsky reported on events that took place at the library during the month of November. 17 Bloomingdale community groups and organizations participated in the 25th annual Snowman Crossing. Groups were also invited inside to enjoy cookies, hot chocolate, coffee and tea. The Village of Bloomingdale staff and Kelly Cusack, BPL Maintenance Supervisor, picked up and installed the trees on library grounds. The Snowman Crossing happens every year the week of Thanksgiving and ends the day before the Holiday Open House. The trees are generously donated each year by the Friends of the Library. Although the weather was a bit frosty, the annual Holiday Open House on Tuesday, 11/28 was a huge success. This event is co-sponsored by the Village of Bloomingdale. Thank you to the Bloomingdale Police Department and Bloomingdale Fire Department for delivering Santa. Santa created a magically moment where the whole

VII. REPORTS (Continued)

Village complex lit up. Thank you to the Public Works crews and Kelly Cusack for decorating and stringing lights on all the trees and then help turn them on for the magical moment. We had lots of fun activities inside for families to enjoy that evening. Entertainment included a face painter, carolers, pianist, harpist, refreshments, craft in the Makerspace, holiday giveaway, and a visit from Santa and Mrs. Claus. Thank you to the BPL staff who worked the event, making all these activities possible throughout the night. The Friends of the Library had a table at the event as well. Adult Services, Youth Services, and Circ/Tech statistics are all up overall.

MONTHLY STATISTICS

Attachment D shows the activities for the month of November. Total circulation for the month of November was 21,504. This is a 7% increase over November, 2022. This includes 1,405 items checked out by patrons from other libraries.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – Minutes from the 11/7 policy subcommittee meeting, will discuss later on in the agenda.

FINANCE – No report.

BUILDING AND GROUNDS – Attachment F is an A/C Unit update including replacement project, invoice, waiver of lien to date, application and certificate for payment.

LIAISON REPORTS

SWAN/RAILS –Attachment G recaps the December SWAN Directors meeting with an update about the new SWAN app and Aspen LiDA app.

VILLAGE – Verbal update from Trustee Valenti.

FRIENDS OF THE LIBRARY – No report.

BIG – No report.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

VILLAGE CO-SPONSORED EVENTS 2024

Director Jarzemsky stated that the Library is again asking the Village to co-sponsor annual

IX. NEW BUSINESS (Continued)

special events: Ice Cream Social, Halloween Party, Holiday Open House, and the Summer Concerts Series. The letter to the Village contains information on the number of individuals who attended the events this year and a thank you for their past support. The Library is asking for \$5,500.00.

Trustee Valenti moved and Trustee Dixon seconded **the motion**, that the Board approve the letter to the Village in regard to the request for funds for the FY 24-25 co-sponsored events as detailed in same. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpel, Johnson, Hoyle, Valenti, and Dixon. Absent: Trustee Atkinson.

ANNUAL PLANNING MEETING-NEED TO SET DATE IN JAN/FEB

After a brief discussion, it was agreed that the meeting take place on February 17th. The meeting will be held at 9:00 a.m. The library will provide breakfast snacks from Panera.

PAID LEAVE FOR ALL WORKERS ACT (PLAW)

The Illinois Paid Leave for All Workers Act (PLWA) goes into effect on January 1, 2024. This law will require all employees to receive paid time-off. Currently, all employees at the library (full and part time), have vacation benefits except eight employees. BPL's current guidelines state any staff over 20 hours a week received vacation benefits. This new law applies to all employees. The law states: for every 40 hours an employee works, they are to receive for 1 hour of paid time-off per 12-month period. In conclusion, our current policy in place is more generous than the law requires and by adding the eight employees who currently are not offered time to the current policy, we will be in compliance with the law, and we will have a single vacation benefit program for all part-time staff.

Trustee Valenti moved and Trustee Dhiman seconded **the motion**, that the Board approve Paid Leave for All Workers Act (PLAW). The motion carried by roll call vote: AYES: Trustees Dhiman, Karpel, Johnson, Hoyle, Valenti, and Dixon. Absent: Trustee Atkinson.

APPROVAL OF UPDATED MATERIALS SELECTION POLICY

Recent legislation requires libraries to adopt the American Library Association's Library Bill of Rights as part of their Materials Section Policy to be eligible to statewide grants. A library that bans materials based on "partisan or doctrinal" disapproval will be ineligible for state grants as of Jan. 1, 2024. There is an updated procedure for residents of the Bloomingdale Library Service area with formal concern about materials in the library via a "request for reconsideration of library materials" form. A patron can petition to the board for a decision after Library Director has responded to the initial request. In that, case the decision of the Board is final.

Trustee Dixon moved and Trustee Valenti seconded **the motion**, that the Board approve the updated Materials Selection Policy. The motion carried by roll call vote: AYES: Trustees Dhiman,

IX. NEW BUSINESS (Continued)

Karpiel, Johnson, Hoyle, Valenti, and Dixon. Absent: Trustee Atkinson.

IMRF FINAL RATE FOR 2024

Attachment L is the final IMRF rate for 2024. The 2023 employer IMRF rate is 9.13%. The 2023 rate was 8.94%.

2024 PER CAPITA GRANT

Each year the State Library offers Public Libraries the opportunity to apply for a Per Capita Grant. The Board and Director should review library standards and report on our ability to meet them. The current funding is at \$1.475/capita. The Board has been provided with access to the applicable standards. The Board carefully reviewed both the application and all of the standards. The Board was able to determine that BPL was meeting all standards. Director Jarzmesky will file and provide a completed copy to the Board.

X. ANNOUNCEMENTS

Winter Reading Program- Registration opened on December 11th for all ages. The Board can participate in the Board and Staff Winter Reading program if they wish.

XI. ADJOURNMENT

Trustee Valenti moved and Trustee Dixon seconded **the motion** to adjourn the December 13, 2023 Library Board meeting at 8:21 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

(Minutes recorded by Jamie Schingoethe)