

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
MARCH 8, 2023**

**I. CALL TO ORDER**

The meeting was called to order by President Hoyle at 7:03 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 and Natalie Valenti. Also Present: Director Timothy Jarzemsky. Absent: Trustee Sharon Karpziel.

**III. PUBLIC DISCUSSIONS**

One of member of the public was present; Michelle O'Neill. She introduced herself to the Board and indicated she was a write-in candidate for one of the BPL Trustee positions.

**IV. APPROVAL OF AGENDA**

The February Board Meeting Agenda was reviewed. Trustee Strutzel moved, and Trustee Hoyle seconded **the motion**, that the agenda of the March 8, 2023 Regular Library Board meeting be approved. The motion carried by voice vote.

**V. APPROVAL OF MINUTES**

The minutes of the February Board meeting were reviewed. Trustee Strutzel moved, and Trustee Dhiman seconded **the motion**, that the minutes of the February 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 Strutzel seconded **the motion**, that the Board approve the payment of bills for the month of February 2023, in the amount of \$46,982.62 and the transfer of approximately \$225,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dhiman, Johnson, Strutzel, Hoyle, Dixon, and Valenti. Absent: Trustee Karpziel.

**VII. REPORTS**

**LIBRARIAN'S REPORT**

Director Jarzemsky reported on events that took place at the library during the month of February. Winter Reading for adult, teens, and children concluded. The theme for the 2023 winter reading program was "Snow is Falling, Books are Calling." 561 valentines for vets were made by patrons, staff, schools and community groups. These were then delivered to local VA hospitals. Director Jarzemsky thanked Kandy Jones, School Liaison, for all her hard work on coordinating the program. In February, BPL was a drop-off location for the Love Our Veterans drive. We collected household supplies for veterans exiting homelessness.

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

### **MONTHLY STATISTICS**

Attachment D shows the activities for the month of February. Total circulation for the month of February was 20,265; this is a 5% increase over February, 2022.

### **STANDING COMMITTEES**

**PERSONNEL** – No report.

**POLICY** – No report.

**FINANCE** – Will be discussed later on the agenda.

**BUILDING AND GROUNDS** –A canopy over the holds lockers was installed in February.

### **LIAISON REPORTS**

**SWAN/RAILS** – SWAN FY 23/24 budget passed. HB2789 newly filed legislation that would mandate that libraries adopt ALA freedom to read or other policy documents. This is in response to the recent move to ban certain titles.

**VILLAGE** – Director Jarzemsky shared an update about the recent gas leak across the street from the library.

**FRIENDS OF THE LIBRARY** – The Friends provided a Staff/Board Appreciation Day on Wednesday, February 15, dropping off treat bags for all staff and board.

**BIG** – No report.

## **VIII. UNFINISHED BUSINESS**

## **IX. NEW BUSINESS**

### **APPROVE LIBRARY CLOSING FOR 2023**

Attachment G is a calendar with the dates that the Library will be closed in 2023. Director Jarzemsky reviewed each holiday on the calendar with the Board. Trustee Valenti moved, and Trustee Dixon seconded **the motion**, that the Board approve the 2023 Library Closings dates as presented. The motion carried by roll call vote: AYES: Trustees Dhiman, Johnson, Strutzel, Hoyle, Dixon, and Valenti. Absent: Trustee Karpel.

### **CHAMBER STATE OF THE VILLAGE**

Jamie Schingoethe, Business Office Assistant Department Head, will email the Board.

## **IX. NEW BUSINESS (Continued)**

### **TIME CAPSULE**

In the course of going through old paperwork that was being reviewed for potential destruction, Business Office staff came upon records of a library time capsule. This was a surprise to all current staff including Director Jarzemsky, as no one was aware of its existence. Upon investigation, we discovered that the time capsule was part of the 1982 expansion. The records we found indicated when the time capsule was created and what was inside, however, we had no idea where it was. Director Jarzemsky spoke with Jim Barnoski, our past Maintenance Supervisor, who worked at BPL at that time. Luckily, for us, Jim remember that the time capsule was likely in the brickwork in the lobby. Kelly Cusack, our current Maintenance Supervisor, investigated and found that the time capsule was in a cavity behind the bronze plaque that memorized the 1982 expansion. We will make sure that the time capsule is part of our official Library History. At some point in the future, we could open the time capsule.

### **STATEMENT OF ECONOMIC INTEREST**

Attachment J 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, 2023 or the library could pay a fine.

### **TENTATIVE FY 2023/2024 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**

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

### **MINIMUM WAGE/SALARY STRUCTURE CHANGES- FINANCE COMMITTEE (KEN/BEN)**

Jamie Schingoethe, Business Office Assistant Department Head, will email Trustee Hoyle and Johnson to set up a sub-committee meeting.

## **X. ANNOUNCEMENTS**

Trustee Hoyle suggested that the May Board meeting date be moved. Suggested dates will be presented at the April Board meeting.

**XI. ADJOURNMENT**

Trustee Strutzel moved and Trustee Dhiman seconded **the motion** to adjourn the March 8, 2023 Library Board meeting at 8:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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