

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
APRIL 12, 2023**

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 7:11 p.m.

II. ROLL CALL

Upon roll call, the following Trustees were present in person: Trustee Ashok Dhiman, Lauren Dixon, Ben Hoyle, Ken Johnson, Sharon Karpriel, Dave Strutzel and Natalie Valenti. Also Present: Director Timothy Jarzemsky.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The March Board Meeting Agenda was reviewed. Trustee Johnson moved, and Trustee Strutzel seconded **the motion**, that the agenda of the April 12, 2023 Regular Library Board meeting be approved. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the March Board meeting were reviewed. Trustee Valenti moved, and Trustee Dhiman seconded **the motion**, that the minutes of the March 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 Karpriel seconded **the motion**, that the Board approve the payment of bills for the month of March 2023, in the amount of \$98,595.50 and the transfer of approximately \$260,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpriel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

VII. REPORTS

LIBRARIAN'S REPORT

Director Jarzemsky reported on events that took place at the library during the month of March. On March 20th, 62 patrons attended the virtual presentation of some of the funniest women in Hollywood history. On March 5th, 68 patrons attended Fairy Tale Ball where families got to participate in many activities. There were 5 game stations, coloring stations, 6 craft stations for various age levels, a snack station, and a photo booth area with cardboard cutouts for photo taking opportunities. Stories were read and the day included group music and movement activities. March 23rd, 50 patrons attended the Literacy 4 Life Beatnik Poetry Night; Bloomington Public Library hosted a table at Winnebago for this event. Presenter: Kandy Jones. Overall activities in all departments are up. Katie Richert, Youth Services Department Head, will be speaking at ALA about the Calming Room, which is a huge honor. The Froio Garden was featured in the ILA Reporter.

VII. REPORTS (Continued)

MONTHLY STATISTICS

Attachment D shows the activities for the month of March. Total circulation for the month of March was 22,240; this is a 2.5% increase over March, 2022. This includes 1,657 items checked out by patrons from other libraries.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – No report.

FINANCE – This will be discussed later on in the agenda.

BUILDING AND GROUNDS – No report.

LIAISON REPORTS

SWAN/RAILS – No report.

VILLAGE – No report.

FRIENDS OF THE LIBRARY – The Friends Perpetual Book Sale is going well. The attachment shows money made from the sale thus far.

BIG – The next BIG meeting is here at BPL. The entire Board is invited to attend.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

RESOLUTION FOR BOARD MEETING DATES & TIMES FOR FY 2023

President Hoyle presented Resolution No. 2022/2023-2 entitled “Resolution Setting Time and Dates of Regular Meetings of the Board of Library Trustees of the Village of Bloomingdale, DuPage County, Illinois.”

Trustee Valenti moved and Trustee Dhiman seconded **the motion** that said resolution as presented be passed as amended. After a full discussion thereof, President Hoyle directed that the roll be called for a vote upon the motion to adopt said resolution. Upon the roll being called, the following Trustees voted AYES: Trustees Dhiman, Karpel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

Whereupon President Hoyle declared the motion carried and said resolution adopted and did sign the same in open meeting and did direct the Secretary to record the same in the

IX. NEW BUSINESS (Continued)

records of the Board of Library Trustees of the Village of Bloomingdale, DuPage County, Illinois, which was done.

INVESTMENT OF PUBLIC FUNDS (JAN-MARCH)

As mandated by State law, a discussion took place concerning the Library's investments as detailed in the written quarterly report. The report lists all investments and the location of the invested money and the market value.

2022 EQUALIZED ASSESSED VALUATION FOR BLOOMINGDALE

Director Jarzemsky reviewed Attachment I, a letter from DuPage County regarding 2022 tax year. The Library has no control over property values in the Village. The new Equalized Assessed Value (EAV) is \$1,012,326,815. The tax rate is .3048.

APPROVAL OF NON-RESIDENT LIBRARY CARD PARTICIPATION FOR FY23/24

Attachment J was presented; Director Jarzemsky explained the Non-Resident Card Program to the Board. If you do not live within the boundaries of the Village of Bloomingdale or in another library district, you are considered a non-resident. A library card can be purchased for one year only. The homeowner non-resident library card fee is based on the Library's tax rate of .3048 multiplied by the assessed valuation of the property divided by \$100.00. There are two non-residential areas near our Library boundaries, which are Medinah and Mallard Lakes Estates. Trustee Strutzel moved and Trustee Dixon seconded **the motion**, that the Board approve the 2023/2024 Non-Resident Public Library Card Fee Program as presented. The motion carried by roll call vote. AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

APPROVAL OF MOU FOR REPLACEMENT OF AC UNIT #4

The MOU (Memorandum of Understanding) is to provide Architectural and Engineering Services in the preparation of the construction documents for competitive bidding for the 2023 Mechanical Replacement Project at BPL. The project scope of services, project schedule, recommended time-frame for project, project budget, project fee structure, reimbursable expenses, bid advertisement, compressor/condenser unit location, and unit information. Trustee Johnson moved and Trustee Valenti seconded **the motion**, that the Board approve the MOU for Replacement of AC Unit #4 as presented. The motion carried by roll call vote. AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

APPROVAL OF NON-EXEMPT SALARY STRUCTURE FOR 2023/24

The committee reviewed the packet prepared by the Library Director. The minimum wage in IL will go from \$13 to \$14 per hour effective 1/1/2024. The Director recommends building the \$14 rate into our May 1st salary structure. The packet included a revised salary

IX. NEW BUSINESS (Continued)

structure and an anonymized list of employees that would be impacted. The packet also included a list of local job adds with starting pay of \$15 plus an hour. The recommended salary structure will change our lowest grade to \$14 and to prevent wage compression, we will move up five job grades. Trustee Strutzel moved and Trustee Dixon seconded **the motion**, that the Board approve the non-exempt salary structure for 2023/24 as presented. The motion carried by roll call vote. AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

FY2023/24 DRAFT BUDGET REVIEW

Director Jarzemsky presented a proposed draft budget tonight with approval scheduled for May Board meeting. This is the second review of the budget; it was reviewed in March. Staff reviewed the proposed budget and last year's budget items were used as a base line for each line item. Director Jarzemsky discussed the general fund line items, levy statistics and projections. The levy is the cash amount the Library collects from property taxes from property owners each year. Director Jarzemsky asked the Board to prepare approval of a levy amount at the May Board meeting. The total of expenditures was expected to be up by approximately 2.50%; however that number may change after all the final numbers are in and reviewed.

LEVY ANALYSIS

The Board will approve the Levy amount at the May Board meeting. This attachment is to begin evaluating what number the Board is comfortable with. Director Jarzemsky presented information from years past. He provided the Illinois Department of Revenue history of CPI's used for the PTELL and levy scenarios. The Board reviewed the impact of levy increases between 1.5-3%; the consensus was that a 2% increase was appropriate. It's important to note that this levy amount will be collected in the next calendar year.

APPROVAL TO CHANGE MAY BOARD MEETING DATE- 5/9 OR 5/17

This was approved above, under the Resolution for Board Meeting Dates and Times for FY 2023.

X. ANNOUNCEMENTS

State of VOB Luncheon Wednesday, April 26- The entire Board is invited to attend the State of the Village Luncheon if they wish.

Chamber Guide 2023- Copy of our section of the chamber guide.

XI. EXECUTIVE SESSION
Library Director Review

An Executive Session was called pursuant to the Open Meetings Act, Section 2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and Section 2 (c) (21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act.

At 8:26 p.m. Trustee Strutzel and Trustee Johnson seconded **the motion** to enter into Closed Session pursuant to the Open Meetings Act, Section 2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and Section 2 (c) (21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act. The motion carried by roll call vote. AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

XII. APPROVAL OF ITEMS REVIEWED IN EXECUTIVE SESSION

Trustee Strutzel moved and Trustee Johnson seconded **the motion** that the FY 2023/24 salary for the Library Director, as recommended in executive session be approved. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Strutzel and Dixon.

XI. ADJOURNMENT

Trustee Strutzel moved and Trustee Dhiman seconded **the motion** to adjourn the April 12, 2023 Library Board meeting at 8:50 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____
(Minutes recorded by Jamie Schingoethe)