

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

**I. CALL TO ORDER**

The meeting was called to order by President Valenti at 7:04 p.m.

**II. ROLL CALL**

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

**III. PUBLIC DISCUSSIONS**

**IV. APPROVAL OF AGENDA**

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

**V. APPROVAL OF MINUTES**

The minutes of the June Board meeting were reviewed. Trustee Johnson moved, and Trustee Dhiman seconded **the motion**, that the minutes of the June 14, 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 July 2023, in the amount of \$85,043.69 and the transfer of approximately \$250,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dixon, Valenti, Johnson and Dhiman. Absent: Trustees Hoyle, Atkinson and Karpel.

**VII. REPORTS**

**LIBRARIAN'S REPORT**

Director Jarzemsky reported on events that took place at the library during the month of June. We had 119 patrons at the June Summer concert. We had a last-minute band cancellation and The StingRays stepped in to save the day. They had everyone singing, dancing, and provided a fun, interactive experience for all ages. At the concert, we had ice cream novelties, popcorn, and water available for a nominal fee benefitting the Friends of the Library. We also had free giveaways for the adults and kids. On June 27<sup>th</sup>, Twenty-seven patrons learned how radio evolved as its Golden Age ended and a new age began; with news, talk, music, and a new generation of comedy. The library hosted a table and a storytime at Senate Lewis's Kids Day Out hosted at Winnebago school. There is a new category under Business Office Marketing section of the report to include Google statistics. This June Computer Services continued to see heavy use of our remote and in- building

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

services. Wi-Fi sessions showed a nice bump, particularly in the FROIO Garden. Mobile use of our website increased sharply and remote class attendance remained strong. We also set another record for print use while maintaining strong use of our scanning services.

**Addition to the Roll: Trustee Sharon Karpel entered the meeting at 7:08 p.m.**

### **MONTHLY STATISTICS**

Attachment D shows the activities for the month of June. Total circulation for the month of June was 24,554; this is a 7% increase over June 2022. This includes 1,833 items checked out by patrons from other libraries.

### **STANDING COMMITTEES**

**PERSONNEL** – No report.

**POLICY** – The Policy sub-committee will convene in the near future to review the Credit Card Use policy and Computer Services Policy.

**FINANCE** – The Library and Village’s auditing team will be working on fieldwork in July.

**BUILDING AND GROUNDS** – We are in the waiting period for the A/C Unit. It can arrive between 8/15-11/15. It will take roughly two weeks to install.

### **LIAISON REPORTS**

**SWAN/RAILS** – No report.

**VILLAGE** – Trustee Valenti gave a verbal report.

**FRIENDS OF THE LIBRARY** – Attachment E is a recap of the Friends activities for the month and upcoming fundraiser.

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

## **VIII. UNFINISHED BUSINESS**

## **IX. NEW BUSINESS**

### **ALA STAFF REPORTS**

Attachment G is a recap of Katie Richert, Youth Services Department Head; Heidi Knuth, Youth Services Assistant Department Head; Carol Leeson, Youth Services Librarian; Lori Lorenz, Youth Services Librarian; and Christian Thomas, Computer Services Clerk’s time

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

at the ALA Conference. Katie Richert presented a poster session on the Calming Space called “Dead Lab No More.”

### **INVESTMENT OF PUBLIC FUNDS REPORT FOR APRIL-JUNE**

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, the location of the invested money and the market value.

### **APPROVE BOARD COMMITTEES**

The Board of Trustees Committee Structure for FY 23/24 goes as follows: Building and Grounds is Natalie Valenti and Lauren Dixon; Policy is Sharon Karpel and Ashok Dhiman; Personnel is Ben Hoyle and Lauren Dixon; and Finance is Ken Johnson and Ben Hoyle.

Trustee Valenti moved and Trustee Dhiman seconded **the motion**, that the Board approve the Board Committee Structure for FY 23/24. The motion carried by roll call vote: AYES: Trustees Dixon, Valenti, Johnson, Dhiman and Karpel. Absent: Trustees Hoyle and Atkinson.

### **FY 2023 PER CAPITA GRANT RECEIVED**

We received FY22/23 Per Capita Grant for \$33,013.45. The Public Library Per Capita Grant assists public libraries in providing library services that meet or show progress toward meeting Illinois library standards. We will use these funds to purchase adult and children materials.

### **FY 2022/23 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) FILED**

Director Jarzemsky submitted the 2023 IPLAR for the library. Attachment K shows the application was received and a copy of the report was presented to the Board. Director Jarzemsky thanked all the Department Heads and Business Office staff for their hard work on compiling the information for the report.

## **X. ANNOUNCEMENTS**

**XI. EXECUTIVE SESSION**  
**Semi-Annual Review of Closed Session Minutes\***

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 7:38 p.m. Trustee Valenti 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 Dixon, Valenti, Johnson, Dhiman and Karpel. Absent: Trustees Hoyle and Atkinson.

**XII. APPROVAL OF ITEMS REVIEWED IN EXECUTIVE SESSION\***

**The Board did not need to take any action as all the minutes we reviewed were kept closed.**

**XIII. ADJOURNMENT**

Trustee Johnson moved and Trustee Dixon seconded **the motion** to adjourn the July 12, 2023 Library Board meeting at 7:45 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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