

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
OCTOBER 8, 2025**

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 6:00 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 Karpiel and Natalie Valenti. Also Present: Director Timothy Jarzemsky, Katie Richert, Youth Services Department Head, and Ryan Kelley, DLA Architects, Ltd.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The October Board Meeting Agenda was reviewed. Trustee Dixon moved, and Trustee Valenti seconded **the motion**, that the agenda of the October 8, 2025 Regular Library Board meeting be approved as amended. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the September Board meeting were reviewed. Trustee Karpiel moved, and Trustee Dixon seconded **the motion**, that the minutes of the September 10, 2025 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 October 2025, in the amount of \$114,735.67 and the transfer of approximately \$285,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Karpiel, Dhiman, Johnson, Hoyle, Valenti, Dixon and Atkinson.

VII. NEW BUSINESS

2025 LED LIGHTING PROJECT- BID RECOMMENDATION

Bids were received on Friday, September 12, 2025 at 10 a.m. for the 2025 LED Lighting Project for BPL. The scope of the project included: base bid work; which includes removal of existing lighting fixtures and controls, replacement with new lighting fixtures. Alternate #1 work includes the complete removal and replacement of existing track lighting and can lights with new LED track lighting and can lights. Plans and specifications were distributed to fourteen potential bidders, four of whom chose to submit bids. Of the four bids received, the lowest qualified bidder was Twin Supplies. A ComEd rebate will be returned to the Library once the project is complete.

DLA Architects reviewed all bids and recommended that the library approve Twin Supplies

VII. NEW BUSINESS (Continued)

as the lowest qualified bidder. Trustee Valenti moved and Trustee Johnson seconded **the motion**, that the Board approve Twin Supplies as the contractor for the 2025 LED Lighting Project at \$177,600 and an alternate #1 \$52,315 as presented. The motion carried by roll call vote. AYES: Trustees Karpiel, Dhiman, Johnson, Hoyle, Valenti, Dixon and Atkinson.

2025 GENERATOR REPLACEMENT PROJECT- BID RECOMMENDATION

Bids were received on Friday, September 12, 2025 at 10 a.m. for the 2025 Generator Replacement Project for BPL. The scope of the project included: base bid work; which includes removal of the existing generator and controls, replacement with a new generator controls, and electrical switchgear. Plans and specifications were distributed to fourteen potential bidders, three of whom chose to submit bids. Of the three bids received, the lowest bidder was Bee Liner Lean Services. Through the scope review process with Bee Liner Services, DLA Architects determined that Bee Liner Lean Services did not meet the criteria of the lowest responsive and responsible bidder. In particular, Bee Liner not having successfully performed electrical generator replacement projects of similar scope and complexity in the State of Illinois within the last five years. The next lowest bidder was Homestead Electrical Contracting with the base bid plus allowance of \$149,824.

DLA Architects reviewed all bids and recommended that the library approve Homestead Electrical Contracting as the lowest qualified bidder. Trustee Dixon moved and Trustee Dhiman seconded **the motion**, that the Board approve Homestead Electrical Contracting as the contractor for the 2025 Generator Replacement Project at \$149,824 as presented. The motion carried by roll call vote. AYES: Trustees Karpiel, Dhiman, Johnson, Hoyle, Valenti, Dixon and Atkinson.

Removal from Roll: Ryan Kelley, DLA Architects, Ltd. left the meeting at 6:19 p.m.

LIBRARY DEPARTMENTAL REPORTS- YOUTH SERVICES DEPARTMENT

Each Department Head will report at an upcoming Board meeting. The schedule was previously distributed at the July Board meeting. The goal of the presentation is to give the Board a firsthand look at each department. Director Jarzemsky introduced Katie Richert, Youth Services Department Head. Katie presented information about the Youth Services department including Youth Services staff, programming, collections, and outreach services. She answered questions from the board and they thanked Katie for her report.

Removal from Roll: Katie Richert, Youth Services Department Head left the meeting at 6:46 p.m.

VIII. REPORTS

LIBRARIAN'S REPORT

Attachment C shows the activities for the month of September. September was the annual National Hunger Action Month food collection benefitting the Bloomingdale Township Food Pantry. Recite.Me statistics have been added to the librarian report, it is an accessibility tool we added to our website in May.

MONTHLY STATISTICS

Attachment D shows the activities for the month of September. Total circulation for the month of September was 22,327. This is a 3.4% increased over September, 2024.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – No report.

FINANCE – No report.

BUILDING AND GROUNDS – Attachment E shows a NIR Roof Care plan service visit report from 9/26/25. This is the annual inspection, NIR checks the roof, drain, and coping joints. It was determined everything is in good condition.

LIAISON REPORTS

SWAN/RAILS – No report.

VILLAGE – No report.

FRIENDS OF THE LIBRARY- No report.

BIG – The next BIG meeting is Thursday, October 23rd at School District 108 at Lake Park High school.

Removal from Roll: President Ben Hoyle left the meeting at 6:55 p.m. and Vice President Natalie Valenti resumed narration of the meeting.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

NARCAN LAW

On August 1, 2025, Governor Pritzker signed Public Act 104-0056 into law, following its

X. NEW BUSINESS (Continued)

unanimous approval by both chambers of the IL General Assembly. The Act amends the Local Library Act to require all libraries open to the public to maintain a supply of approved opioid antagonists for use in assisting individuals experiencing an opioid overdose. This will become effective on 1/1/2026. Director Jarzemsky and Departments Heads received Narcan training on September 16th through DuPage County. BPL is currently working on training all building supervisors and will be prepared to follow the new law before it becomes effective.

ILA LEGISLATIVE

ILA Library Legislative meetups provides an opportunity to meet with your legislators and speak with them firsthand about issues affecting you and your library. Director Jarzemsky encouraged the board to attend the Tuesday, December 2, 2025 West Suburban and Chicago Library Legislative Lunch at the Chicago Marriott Oak Brook.

CHICAGO METROPOLITAN AGENCY FOR PLANNING- BLOOMINGDALE DATA REVIEW

Attachment K shows a community data snapshot for Bloomingdale IL released in July 2025, showing details such as: population and households, race and ethnicity, age cohorts, educational attainment, nativity, language spoken at home and ability to speak English.

LONG RANGE PLAN REVIEW

The Department Heads are currently reviewing the 2017 plan and will suggest their edits to Beth Dover, PR/Marketing Coordinator to compile and create an updated document. The goal is to have the document update by the end of the fiscal year.

2024/2025 AUDIT- TO BE PRESENTED AT NOVEMBER BOARD MEETING

Director Jarzemsky just received the draft to review. The final 2024/2025 Audit will be presented at the November Board meeting.

STATE OF THE VILLAGE LUNCHEON ON OCTOBER 22ND

The entire board is invited to attend, great opportunity to learn about what is happening in the Village.

XI. ANNOUNCEMENTS

Winter Coat Drive- October 1-31st is the winter coat drive for homeless veterans. All sizes of coats for men and woman are needed. Also accepting new winter gloves, scarves and knit winter caps. BPL's drop off location is in the lobby.

Halloween Party- 10/18 (Library 11-2)- The entire board is invited to attend the

XI. ANNOUNCEMENTS (Continued)

Village-wide Halloween party on Saturday, October 18th. The library portion of the event is 11-2 p.m.

XII. ADJOURNMENT

Trustee Dixon moved and Trustee Dhiman seconded **the motion** to adjourn the October 8, 2025 Library Board meeting at 7:08 p.m. The motion carried by voice vote.

Respectfully submitted, Minutes approved by:

Secretary

President

Date: _____
(Minutes recorded by Jamie Schingoethe)