

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
DECEMBER 10, 2025**

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 7:02 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. Also Present: Director Timothy Jarzemsky and Sean Luster, Computer Services Department Head. Absent: Trustee Kory Atkinson.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The December Board Meeting Agenda was reviewed. Trustee Dixon moved, and Trustee Valenti seconded **the motion**, that the agenda of the December 10, 2025 Regular Library Board meeting be approved as amended. 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 12, 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 December 2025, in the amount of \$168,249.31 and the transfer of approximately \$408,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Karpiel, Dhiman, Johnson, Valenti, Dixon and Hoyle. Absent: Trustee Atkinson.

VII. NEW BUSINESS

LIBRARY DEPARTMENTAL REPORTS- COMPUTER 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 Sean Luster, Computer Services Department Head. Sean presented information about the Computer Services department including Computer Services staff, patron services, day-to-day staff support, IT maintenance, and programming. He answered questions from the board and they thanked Sean for his report.

Removal from Roll: Sean Luster, Computer Services Department Head left the meeting at 7:20 p.m.

VIII. REPORTS

LIBRARIAN'S REPORT

Attachment C shows the activities for the month of November. Kandy Jones, School Liaison, retired on Friday, November 21st. Kandy worked at BPL for 30 years and will be greatly missed. Lori Lorenz in Youth Services was promoted to School Liaison on 11/23/25.

MONTHLY STATISTICS

Attachment D shows the activities for the month of November. Total circulation for the month of November was 20,625.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – The policy subcommittee divided up BPL's policies to review; this is apart of a two-year review project. In the future, Director Jarzemsky, the Policy subcommittee and the Department Heads will work on updating outdated policies.

FINANCE – No report.

BUILDING AND GROUNDS – The LED lighting project is 90% complete. Currently, the lights are being programmed. There are a few lights that arrived damaged and those will be replaced once available.

LIAISON REPORTS

SWAN/RAILS – No report.

VILLAGE – Trustee Valenti gave a verbal report of the Village.

FRIENDS OF THE LIBRARY- No report.

BIG – The next BIG meeting will be in January.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

VILLAGE CO-SPONSORED EVENTS 2025

The Library is again asking the Village to co-sponsor BPL's annual 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 requesting

X. NEW BUSINESS (Continued)

\$5,500.00.

Trustee Dixon moved and Trustee Valenti seconded **the motion**, that the Board approve the letter to the Village to request funds for the FY 26-27 co-sponsored events in the amount of \$5,500.00. The motion carried by roll call vote: AYES: Trustees Karpiel, Dhiman, Johnson, Valenti, Dixon and Hoyle. Absent: Trustee Atkinson.

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

After a brief discussion, Trustee Valenti moved and Trustee Dhiman seconded **the motion**, that the Board approve Saturday, February 7th as the Annual Board Planning meeting. The motion carried by roll call vote: AYES: Trustees Karpiel, Dhiman, Johnson, Valenti, Dixon and Hoyle. Absent: Trustee Atkinson.

ILA LEGISLATIVE MEETUPS

Director Jarzemsky was unable to attend the ILA Legislative meet-up on Tuesday, December 2nd due to it falling on the same day as the Holiday Open House. Attachment F shows the 2026 Spring Session with resources, funding, training opportunities, and a recap of 2024 statistics.

PER CAPITA GRANT- STANDARDS REVIEW

Each year the State Library offers Public Libraries the opportunity to apply for a Per Capita Grant. The Illinois State Library has updated the Per Capita Grant process for FY2026, introducing a requirement for libraries to demonstrate progress toward a new set of standards. The standards are organized into three levels: core, intermediate, and advanced. The current funding is at \$1.475/capita. Director Jarzemsky, the Board and Department Heads completed a checklist for each of the 12 standards as part of the application. The Board reviewed the new standards and the Board was able to determine that BPL was meeting all standards as organized by the new standard levels.

UPDATE ON LONG RANGE PLAN

The Board, Director Jarzemsky, and the Department Heads completed their suggestions for the updated Long Range Plan. Beth Dover, PR/Marketing Coordinator, will compile a draft for the upcoming meeting.

XI. ANNOUNCEMENTS

Library Staff & Board Winter Reading Program- Registration opened on December 8th for all ages. The Board can participate in the Board and Staff Winter Reading program if they wish.

XII. AGENDA BUILDING FOR THE JANUARY MEETING

No suggestions were made for January's meeting.

XIII. ADJOURNMENT

Trustee Valenti moved and Trustee Dixon seconded **the motion** to adjourn the December 10, 2025 Library Board meeting at 8:11 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____
(Minutes recorded by Jamie Schingoethe)