

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MAY 15, 2025**

Prior to the start of the May Board meeting on May 15th; Village Clerk Pam Hager administered the oath of office to the re-elected trustees Ben Hoyle, Ken Johnson, Sharon Karpiel and Natalie Valenti.

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 7:00 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.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The May Board Meeting Agenda was reviewed. Trustee Dixon moved, and Trustee Valenti seconded **the motion**, that the agenda of the May 15, 2025 Regular Library Board meeting be approved. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the April Board meeting were reviewed. Trustee Karpiel moved, and Trustee Johnson seconded **the motion**, that the minutes of the April 9, 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 Ashok seconded **the motion**, that the Board approve the payment of bills for the month of May 2025, in the amount of \$166,247.07 and the transfer of approximately \$360,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

VII. REPORTS

LIBRARIAN'S REPORT

Attachment C shows the activities for the month of April. On April 12th, the Library hosted a book cake walk at the Park's District Annual Bunny Bash. Celebrate Reading began in April and will continue into May with local Bloomingdale Schools. On April 21st and 24th, Kandy Jones, School Liaison, Heidi Knuth, Youth Services Assistant Department Head and Youth Services staff, 120 first grade students from Blackhawk and DuJardin Elementary enjoyed a presentation, tour of the library, craft, and snack. On April 23rd, Kandy, hosted a table at the Old Navy Community Safety Event in Bloomingdale and had

VII. REPORTS (Continued)

internet safety information available at this community event.

MONTHLY STATISTICS

Attachment D shows the activities for the month of April. Total circulation for the month of April was 21,160.

STANDING COMMITTEES

PERSONNEL – No report.

POLICY – No report.

FINANCE – No report.

BUILDING AND GROUNDS – Both the HVAC and bathroom renovations are complete. The new HVAC system is running and working well, we are waiting on the final certification of the warranty for the system.

LIAISON REPORTS

SWAN/RAILS – No report.

VILLAGE – No report.

FRIENDS OF THE LIBRARY – Attachment E shows the activities for the Friends for April. The Friends will have a table at the 50th Anniversary of the Library on June 7th.

BIG – Attachment F is a recap from the BIG meeting on 4/24/25 hosted by Marquardt School District 15.

VIII. UNFINISHED BUSINESS

APPROVAL OF DLA MOU FOR BUILDING FUND LIGHTING PROJECT 25/26

The proposed project is to replace all office and main open area fluorescent lighting with modern LED fixtures, as outlined in the attached MOU from DLA Architects, is a critical step to complete BPL's decade-long transition to energy-efficient lighting. We have already converted the following areas to LED: the parking lot lights, the Circulation workroom lights, all can lights, the Makerspace lights, the high bay lights in Local History, and the pendant lighting in the Adult Services area. This initiative aligns with the 2025 Building Fund Schedule and previous annual planning discussions.

The Board carefully reviewed the MOU from DLA Architects for the LED Lighting Project. Trustee Johnson moved and Trustee Dixon seconded **the motion**, that the Board approve

VIII. UNFINISHED BUSINESS (Continued)

the Memo of Understanding (MOU) for DLA Architects Ltd. for the 2025 LED Lighting Project. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

IX. NEW BUSINESS

APPROVAL OF OPERATING BUDGET FY 2025/26

Attachment H shows the Fiscal Year 2025\2026 budget details. Director Jarzemsky, Department Heads and other library supervisors had input in creating the budget lines within Attachment H. The projected General Fund total expenditures for FY 2025/2026 is \$3,392,517.00.

After a final review and discussion of the budget document, Trustee Johnson moved and Trustee Dhiman seconded **the motion**, that the Board approve the Budget of \$3,392,517.00, for Fiscal Year 2025/2026 as presented. The motion carried by roll call vote. AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

APPROVAL OF BUILDING FUND SCHEDULE

Attachment I shows the estimated and proposed expenditures for the Building Fund. This is the planning document for the Building Fund and the proposed expenditures for 2025/2026 that amounts to \$414,700.00. Projects such as the new water fountain/bottle filling station for Youth Services, landscaping where the old AC units were, back-up generator, thermal scan of all electrical panels, LED lighting, new printers, 50th anniversary fountain were discussed.

Based on the discussion, Trustee Valenti moved and Trustee Dixon seconded **the motion** to approve the Building Fund expenditures for 2025/2026 in the amount of \$414,700.00. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

APPROVAL OF BUILDING FUND TRANSFER

Director Jarzemsky presented the proposed transfer of \$300,000.00 from the General Fund to the Building Fund. We annually budget for a year-end transfer to the building fund. These transfers are essential in maintaining the reserves in our Building Fund which is the source for all our capital projects. As required by law, the library maintains and updates a plan for the use of these funds. The key to managing the Building Fund in a fair and prudent manner is to have a plan for the use of the funds. The Library's Building Fund schedule details plans for capital improvements over both short and long terms. Therefore, Director Jarzemsky recommended that the Board approve this transfer.

Based on the discussion, Trustee Dhiman moved and Trustee Johnson seconded **the motion** to approve the transfer to building fund in the amount of \$300,000.00 for FY

IX. NEW BUSINESS (Continued)

2025/2026. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

APPROVAL OF RESOLUTION SETTING FORTH FINANCIAL REQUIREMENTS **2025/26**

President Hoyle presented the Resolution Setting Forth Financial Requirements of the Bloomingdale Public Library for the Fiscal Year beginning May 1, 2025 and ending April 30, 2026.

Trustee Valenti moved and Trustee Dixon seconded **the motion** that Resolution 2025/2026-1, be adopted as presented, including an appropriation in the amount of \$3,960,901.21 and a levy in the amount of \$3,271,014.47.

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, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

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

ELECTION OF OFFICERS FOR TWO- YEAR TERMS

The Board reviewed the current officers and after a discussion on the matter, the following motion was made: Trustee Karpiel made the motion to nominate the following slate of officers for 2025/26-2026/27: Ben Hoyle as President; Natalie Valenti as Vice-President, Ken Johnson as Treasurer, and Lauren Dixon as Secretary; Trustee Dhiman seconded **the nomination motion**. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle, Valenti, Dixon and Atkinson.

President Hoyle assigned the following committee structure for FY 25/26: Building and Grounds will be Trustee Natalie Valenti and Lauren Dixon, Policy will be Trustees Sharon Karpiel, Ashok Dhiman and Kory Atkinson, Personnel will be Trustees Ben Hoyle and Lauren Dixon and Finance will be Trustees Ken Johnson and Ben Hoyle.

X. ANNOUNCEMENTS

50th Anniversary Celebration: June 7th- The 50th Celebration is coming up and the Board is encouraged to attend and help celebrate the milestone occasion.

XI. AGENDA BUILDING FOR THE JUNE MEETING

President Hoyle suggested this agenda line be added permanently each month. If a trustee has a suggestion they wish to see on the agenda for a future months, this would be the section to bring it up. No suggestions were made.

XII. ADJOURNMENT

Trustee Valenti moved and Trustee Dixon seconded **the motion** to adjourn the May 15, 2025 Library Board meeting at 7:56 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

(Minutes recorded by Jamie Schingoethe)