

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
JULY 9, 2025**

**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 Ashok Dhiman, Ben Hoyle, Ken Johnson, Sharon Karpiel and Natalie Valenti. Absent: Trustees Kory Atkinson and Lauren Dixon. Also Present: Director Timothy Jarzemsky.

**III. PUBLIC DISCUSSIONS**

**IV. APPROVAL OF AGENDA**

The July Board Meeting Agenda was reviewed. Trustee Dhiman moved, and Trustee Karpiel seconded **the motion**, that the agenda of the July 9, 2025 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 Karpiel moved, and Trustee Johnson seconded **the motion**, that the minutes of the June 11, 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 July 2025, in the amount of \$105,285.19 and the transfer of approximately \$380,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpiel, Johnson, Hoyle and Valenti. Absent: Trustees Dixon and Atkinson.

**VII. REPORTS**

**LIBRARIAN'S REPORT**

Attachment C shows the activities for the month of June. BPL celebrated our 50<sup>th</sup> Anniversary on Saturday, June 7<sup>th</sup> from 10-2 p.m. We had roughly 550 people in attendance. The event was filled with fun activities, such as: great historical exhibits and delicious food that everyone enjoyed. On June 9<sup>th</sup>, BPL's actual anniversary, we celebrated by having a giveaway from 9-5 p.m. in the lobby. Along with a very popular Youth Services program to celebrate the day. Director Jarzemsky thanked the 50<sup>th</sup> Anniversary Planning Committee: Beth Dover, PR/Marketing Coordinator, Abby Budzynski, Adult Services Department Head, Katie Richert, Youth Services Department Head, Jamie Schingoethe, Business Office Assistant Department Head, Trustees Sharon Karpiel and Kory Atkinson, along with all BPL staff and board for their efforts in making the day special. June 13<sup>th</sup> kicked off the first concert of the summer featuring Centerfold, we had 145

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

patrons in attendance.

### **MONTHLY STATISTICS**

Attachment D shows the activities for the month of June. Total circulation for the month of June was 24,026. Just under 97% overall.

### **STANDING COMMITTEES**

**PERSONNEL** – No report.

**POLICY** – A meeting will be set up in the near future to discuss the upcoming 2- year policy review project with Trustee Dhiman, Atkinson, and Karpiel.

**FINANCE** – No report.

**BUILDING AND GROUNDS** – The new furniture from Library Furniture International for the Conference Room will be arriving on Monday, July 14th. Replacing this furniture was part of Director Jarzemsky's 2024/25 goals.

### **LIAISON REPORTS**

**SWAN/RAILS** – Attachment E shows the agenda from the SWAN meeting on June 20<sup>th</sup>. SWAN will be releasing a new online patron registration feature through the SWAN app, which will allow the general public to get a library card through the app instead of having to come in and get a physical card. SWAN recently did a system-wide record removal in April. Last month, there were 579,085 total circulations across all SWAN libraries, with an average of 99% of the total in April 2024 and 72.2% of the pre-pandemic count from May 2019. This month, total circulation for BPL was just under 97% overall.

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

**FRIENDS OF THE LIBRARY** – No report.

**BIG** – The next meeting is July 24<sup>th</sup> at the Bloomingdale Fire Protection District.

## **VIII. UNFINISHED BUSINESS**

## **IX. NEW BUSINESS**

### **FY25 PER CAPITA GRANT AWARD LETTER**

We received FY24/25 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

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

children materials.

### **DEPARTMENTAL REPORT SCHEDULE**

Each Department Head will report at an upcoming Board meeting. The goal of the presentation is to give the Board a firsthand look at each department highlighting day-to-day operations, staff, services offered, and special collections. The schedule will go as follows: October 2025: Youth Services, November 2025: Circulation & Technical Services, December 2025: Computer Services, January 2026: Business Office, and February 2026: Adult Services.

### **ILA CONFERENCE (OCT. 14-16, ROSEMONT)**

The entire Board is invited to attend the 2025 ILA Annual Conference. This year ILA conference is in Rosemont, IL, from October 14-16. Trustee Day is on Thursday, October 16<sup>th</sup>.

### **FY 2024/25 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR)- FILED WITH STATE LIBRARY**

Director Jarzemsky submitted the 2025 IPLAR for the library, Attachment I shows a copy of the report. Director Jarzemsky thanked all the Department Heads and Business Office staff for their hard work on compiling the information for the report.

### **2024 DUPAGE COUNTY BOARD OF REVIEW DECISIONS**

Attachment J shows the summary of properties, claims and results for the 2024 DuPage County Board of Review proceedings in which the Bloomingdale Public Library district intervened. This is an important overview as it shows how the lawyers saved the library money in the commercial property tax appeal progress.

### **APPROVAL TO CLOSE HALF DAY FOR STAFF IN-SERVICE DAY 2025**

We are currently working on lunch options, programs/staff activities. The In-Service programming will enhance our staffs' ability to fulfill our Mission Statement, Customer Service Standards and Long Range Plan. We are also planning the important employee/board milestone award ceremony. All members of the Board are welcome to join us for the day. A detailed agenda/schedule will be provided in the upcoming months. We are requesting the Board of Trustees to authorize the library to close 9-1 p.m. on Friday, September 26<sup>th</sup>, reopening at 1 p.m. Trustee Valenti moved and Trustee Dhiman seconded **the motion**, that the Board approve Friday, September 26th for the 2025 Staff In-Service Day, reopening the library at 1 p.m. The motion carried by roll call vote: AYES: Trustees Dhiman, Karpel, Johnson, Hoyle and Valenti. Absent: Trustees Dixon and Atkinson.

IX. NEW BUSINESS (Continued)

**REVIEW/UPDATE OF LONG-RANGE PLAN**

BPL's Long Range Plan was updated last in 2017 and is due to be updated again. The goal will be for the Board, Department Heads and Business Office to work together to update this important planning document. The Board will take one month to evaluate how they wish to proceed.

X. ANNOUNCEMENTS

**July Summer Concert-** The second concert of the summer is this Friday, July 11, the Board is invited to attend.

**Ice Cream Social 2025-** The annual Ice Cream Social is Thursday, August 7<sup>th</sup>; co-sponsored by the Village of Bloomingdale. The Board is invited to attend.

**BPL Boomers Night-** Wednesday, August 6<sup>th</sup> is the annual Boomers Night. BPL will have a table at the event. The Board is encouraged to attend.

XI. AGENDA BUILDING FOR THE AUGUST MEETING

No suggestions were made for August's meeting.

XII. EXECUTIVE SESSION  
SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

XIII. APPROVAL OF ITEMS REVIEWED IN EXECUTIVE SESSION

As of 7/9/25, there are no minutes up for review.

XIV. ADJOURNMENT

Trustee Valenti moved and Trustee Dhiman seconded **the motion** to adjourn the July 9, 2025 Library Board meeting at 7:50 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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