

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF CAROL STREAM
Carol Stream Public Library
515 Hiawatha Drive Carol Stream, IL 50188

DATE: May 17, 2023

TIME: 7:00 p.m.

PLACE: Library Meeting Room

1. Welcome and Call to Order

President Lynch called the meeting to order at 7:00 p.m.

2. President Lynch led those in attendance in the Pledge of Allegiance to the Flag

Notary and Library Director Susan Westgate Administered the Oath of Office to re-elected Trustees David Larimer and Justin Lynch and to elected Trustees Mary Hudspeath, Tara Leszczewicz and Tim Rogers. *Re-elected Trustee Nancy Olson was sworn in to office on Thursday, June 1 as she was out of town and was not be able to attend the meeting in person.*

Election of Officers:

Trustee Lynch was nominated for the office of President and accepted his nomination. Trustee Lynch was re-elected President by unanimous vote.

Trustee Rogers was nominated for the office of Board Treasurer. Trustee Rogers accepted the nomination. Trustee Rogers was elected Treasurer by unanimous vote.

Trustee Patel was nominated for the office of Board Secretary. Trustee Patel accepted her nomination. Trustee Patel was re-elected Secretary by unanimous vote.

As most senior Trustee not holding an officer position, Trustee Larimer accepted the position of Vice-President as outlined in the Library's By-Laws.

3. Roll Call

Secretary Patel called the Roll.

Present: Trustees Hudspeath, Leszczewicz, Rogers, Patel, Larimer and Lynch

Absent: Trustee Olson

Also Present: Director Susan Westgate, Assistant Director Laura Hays, Adult Services Manager Athens Moreno, Youth Services Manager Amy Teske, Patron Services Manager Melanie Johnson and resident Leanne Reis-ong.

4. PUBLIC PARTICIPATION – None

5. COMMITTEE REPORTS - None

6. CONSENT AGENDA

Trustee Hudspeath moved and **Trustee Larimer seconded** the establishment of a Consent Agenda for the Regular Meeting of May 17, 2023. Motion approved.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Patel, Larimer and Lynch

Nays 0

Absent..... Trustee Olson

Trustee Hudspeath moved and **Trustee Leszczewicz seconded** that the following items be included on the consent agenda. Motion approved.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Patel, Larimer and Lynch

Nays 0

Absent..... Trustee Olson

6.1 Minutes of the Regular Board Meeting of April 19, 2023

6.2 Accept the Monthly Financial Statements of the Treasurer for the Period Ending April 30, 2023

6.3 Recommendation, Re: Approval of the Annual Report to the Village for FY2023

6.4 Approval of Disbursements of April 1-30, 2023 plus the Addendum for the Meeting of May 17, 2023

Trustee Larimer moved and **Trustee Rogers seconded** that the items on the Consent Agenda be approved by Omnibus vote. Motion approved.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Patel, Larimer and Lynch

Nays 0

Absent..... Trustee Olson

The following is a description of various items placed on the Consent Agenda:

Recommendation, Re: Approval of the Annual Report to the Village for FY2023

Background Information:

The Annual Report (FY22/23) for the Village is required by state law, 75 ILCS 5/4-10. It includes an overview of the Library’s past year’s finances and services. The financial figures in the report are subject to audit.

Approval of Disbursements:

The Library Board of Trustees approved the disbursements for the period of April 1-30, 2023 plus the Addendum for the Meeting of May 17, 2023 in the amount of \$333,143.05.

7. NEW BUSINESS

7.1 Recommendation, Re: Approval of Non-Resident Library Card Fee Effective May 1, 2023

Trustee Lynch moved and **Trustee Patel seconded** that the Library Board of Trustees approve the Non-Resident Library card fee effective May 1, 2023. Motion approved.

Ayes 6 Trustees Hudspeath, Leszczewicz, Rogers, Patel, Larimer and Lynch
Nays 0
Absent..... Trustee Olson

Background information:

Public Law 92-0166 requires annual Board action and notification to the Library’s regional library system, RAILS, for how the Library will be calculating non-resident card fees. Our Library uses the tax method. The fee for non-resident privileges is calculated on the basis of the tax rate being applied to the equalized assessed valuation of the applicant’s property – the same as the calculation for a resident for their 2022 property taxes. This rate tends to change each year and requires annual Board approval. The fee for renters is equal to 15% of the average monthly rent.

8. REPORT OF THE LIBRARY DIRECTOR

Background Information:

The Board was happy to see that the staff are pleased with the new sit-stand stations that were installed at many of the staff work stations. The Director addressed a large FOIA request in regards to a former vendor of the Library.

9. MONTHLY STAFF REPORTS

The Board was interested in the mobile DMV that was held in the Library’s Meeting Room. AS Manager Athens Moreno had coordinated the program and stated that it was very successful. Following his inquiry, Trustee Larimer and the Board were pleased to hear that the Library has not received any challenges to the collection.

10. ADJOURN

There being no further business to come before the Board of Library Trustees, **Trustee Larimer moved** and **Trustee Leszczewicz seconded** that the meeting be adjourned. Motion approved. Meeting adjourned at 7:21 p.m.

June 21, 2023

Date approved

Mansi Patel, Secretary for the Board of Library Trustees