

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
December 14, 2023**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on December 14, 2023. The meeting took place in Meeting Room A of the Library located at 650 Deerwood Dr., Shorewood, IL 60404.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
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| 1. Vito Schultz | 2. Arthetta Reeder |
| 3. Tracy Caswell | 4. Tom Novinski |
| 5. Bob Stahl | 6. Krysten McGee |

ABSENT: Karen Voitik – joined via Zoom (7:07 pm).

STAFF PRESENT:

Jennie Mills, Director
Cindy Norman, Finance Clerk

VISITORS PRESENT:

Becky Brillon
Erin Gilmartin

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

Treasurer Stahl motioned that the minutes of the regular meeting on November 9, 2023, be approved. Trustee Reeder seconded the motion, which was passed with all members voting “yes.” Trustee McGee and Vice-President Schultz abstained.

COMMENTS FROM THE PUBLIC: Gilmartin & Brillon addressed questions about the Friends of the Library’s Reserve Money (\$1000) towards the parking lot; would the parking lot be going forward as a project? President Novinski stated that that issue would be resolved later in the Board meeting.

TREASURER’S REPORT:

Cash on Hand Beginning of November 2023	\$1,101,216.02
Cash received during November 2023	33,601.63
Disbursements	<u>(142,686.88)</u>
Cash on Hand End of November 2023	\$ 992,130.77

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	4,670.07
Money Market Fund – Chase	112,483.13
Old Plank Trail MM X6183	357,559.82
Payroll Account – Chase	4,016.27
License Plates – Chase	1,433.38

Old Plank Trail MM X9335	22,947.46
Old Plank Train MM X9981	383,759.78
PMA Financial CD80197	<u>104,960.86</u>
TOTAL	992,130.77

APPROVAL AND PAYMENT OF BILLS:

Vice President Schultz motioned that the bills presented for payment be approved. Trustee Caswell seconded the motion. A roll call vote was taken, and the motion passed with all Trustees present voting “yes.”

Due to illness, Secretary Voitik requested to join the meeting via Zoom. Trustee Caswell motioned to allow Secretary Voitik to join the meeting via Zoom. Treasurer Stahl seconded, and the motion passed with all members present voting “yes.”

LIBRARIAN’S REPORT:

- a. Director’s Report with personnel – Jennie Cisna Mills
 - The Per Capita Grant application is due January 30th. A Resolution adopting the American Library Association’s Bill of Rights is on the agenda for approval to show the Board’s compliance with anti-book banning initiatives.
 - Timbers of Shorewood signed the agreement for the book drop; the vote for the Library’s acceptance of the agreement was on tonight’s agenda. The new book drop will be publicized on social media and in the Spring Newsletter after the agreement is approved by the board.
 - Children’s Outreach is working to strengthen Outreach with public schools. Troy students can come in with a caregiver to learn about Hoopla.
- b. Department Heads

OLD BUSINESS:

Trustee Caswell asked for updates on the progress of the website. Director Mill stated that the check for the initial third of the payment to WebLinx was in tonight’s bills. Work would begin after that payment was made. However, a survey had gone out by email (and a paper version was on public desks) for the public for information gathering about what was important to users of the website, what features they used the most, what features they didn’t use, etc.

Trustee Caswell also asked for an update about the cleaning services. Director Mills stated that Best Quality (the old cleaning company) required a 30-day notice of termination; Friday the 15th is their last official day. Imperial Cleaning Services will start cleaning on December 18th.

NEW BUSINESS:

- a. Treasurer Stahl motioned/Trustee Reeder seconded to approve Ordinance 23-07 Adopting the American Library Association’s Bill of Rights Under Library Act 103-100. The motion passed with all Trustees present voting “yes.”
- b. Trustee Caswell motioned/Vice-President Schultz seconded to approve an agreement between the Library and the Timbers of Shorewood for a Community Book Drop to be placed at the Timbers. The motion passed with all Trustees present voting “yes.”
- c. The board decided to meet with the Strategic Planning Consultant on March 15, 2024. Staff would meet from 5:00 – 7:00 p.m., and the Board would meet from 7:00 – 9:00 p.m.

- d. Trustee Caswell presented concerns she had approving the lease amendment. She felt that the Board would be misusing taxpayer funds by leasing the land, spending thousands of dollars of taxpayers' money to build a 15 car parking lot and at any time during the lease the property owners could sell the property. She told the board she had spoken to 15 community members about it, and they all told her that the board should not do it. Trustees countered that the library would lose the grant money if they did not proceed with the parking lot and may be ineligible for grants in the future. President Novinski stated that he felt that this was an effective use of tax dollars. Secretary Voitik and President Novinski also voiced their concerns that by speaking to community members, Trustee Caswell violated matters that were discussed in closed session. Director Mills stated that the lease amendment and the lease were currently in the board packet, so as long as Trustee Caswell was using those items to discuss, that was not a violation of the Executive session. Treasurer Stahl motioned/Vice President Schultz to approve the lease amendment with Shorewood Plaza LLC. The motion passed with a majority vote of Trustees present voting yes. Trustee Caswell dissented.

OTHER BUSINESS:

- a. A Social Media policy will be on the agenda for January's meeting
- b. Jennie will be on vacation from December 22 – January 2.

Treasurer Stahl motioned/Vice President Schultz seconded for the meeting to adjourn at 7:32 pm with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk