

BARTLETT PUBLIC LIBRARY DISTRICT  
REGULAR BOARD MEETING MINUTES  
MONDAY, JUNE 17, 2024

7:00 p.m.

Location: Meeting Room, Bartlett Public Library District  
800 S. Bartlett Road, Bartlett, IL

CALL TO ORDER: The meeting was called to order by President Deyne at 7:00 P.M.

ROLL CALL: Peggy Deyne, President; Peggy Bucaro, Vice President; John Sias, Secretary; Dave Barry, Treasurer; Lynn DeSmidt, Trustee; Monica Boyer, Trustee; Joseph Olsen, Trustee.

STAFF PRESENT: Karolyn Wessel, Library Director; Katie Converse, HR Generalist; Sandra Sasal, Adult Services Manager; Manny Garza, IT Manager; Larry Siegel, Facilities Manager; Sonya Skibicki, Technical Services Manager.

PUBLIC PRESENT: John Falduto, Sawyer & Falduto Asset Management, LLC.

TOWN HALL: None

Treasurer Barry made a motion to make an amendment to the agenda to include the investment report from Sawyer & Falduto; Seconded by Secretary Sias.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Olsen, Boyer, Deyne. Motion carried.

John Falduto provided a copy of the most recent investment report and reviewed the report with the board.

CONSENT AGENDA:

1. Items to be included in Consent Agenda
  - a. Minutes from the May 20, 2024 Regular Board Meeting
  - b. Approval of Bill List: June 17, 2024
  - c. Approval of Transfer of Funds from Now Savings Account to Schwab General Fund: June 17, 2024 (\$450,000)
  - d. Approval of Transfer of Funds from Now Savings Account to Checking Account: June 17, 2024 (\$221,900)
  - e. Approval of May 31, 2024 Financial Report
  - f. Designation of Two Trustees for July Monthly Bill Approval (Barry, Bucaro)

g. Travel Reimbursement Approval (None)

2. Consideration of item(s) withheld for separate action (If Any)

Trustee Olsen requested to remove item 1A and 1C from the consent agenda.

1A. Trustee Olsen requested that line 7 of the last paragraph on page 5 be changed from \$2,000,000 to 2 mils.

Trustee Olsen made a motion to approve item 1A with the suggested amendments; Seconded by Treasurer Barry.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Olsen, Boyer, Deyne. Motion carried.

1C. Trustee Olsen requested an amendment be made to the amount of the funds transferred from the Now Savings Account to the Schwab General Fund. Trustee Olsen requested it be changed to \$1,000,000 from \$450,000.

Trustee Olsen stated that he reviewed the cash in the account and the analysis Director Wessel provided. Trustee Olsen stated that per the analysis Director Wessel provided there would be approximately \$760,000 in the Now Savings Account after the transfer of \$450,000. Trustee Olsen stated that the library can easily transfer an additional \$550,000 which would leave \$216,000 currently in the account. Trustee Olsen stated that in his analysis of the property taxes that the library will receive from DuPage County by the end of June or before the July board meeting, the library will receive the first installment of \$250,000. Trustee Olsen stated that there is no need to keep additional funds in the Now Savings Account.

Trustee Olsen stated that the library only earns 1/10<sup>th</sup> of 1% on funds in the Now Savings Account and the library earns 4.9% currently on invested cash equivalents. Trustee Olsen states that this would result in additional \$2,200 per month on a net basis that the library would earn in interest.

Trustee Olsen stated that he looked forward to the cash receipts the library is expected to receive in the next three and a half months. Trustee Olsen stated that besides the additional \$250,000 that is expected from DuPage

County, the second installment of taxes for Cook County are due August 1, 2024. Trustee Olsen stated that the library will receive approximately \$478,000 in August or early September 2024. Trustee Olsen stated that cash flow going forward will not be impeded and should not require any action until August 2024.

Trustee Olsen made a motion to approve item 1C with the suggested amendments; Seconded by Trustee DeSmidt.

Trustee DeSmidt asked Director Wessel if the transfer was made and a balance was left of \$216,000. Director Wessel stated she did the transfer based on the fact that the library is completing the fire sprinkler project and the IT cabling project. Director Wessel stated that she wanted to make sure there are enough funds in the account to cover those expenses. Director Wessel stated that from past history she was under the impression that DuPage County taxes will not come in until late August or early September. Director Wessel stated that she is being conservative.

Trustee Olsen stated that the additional first installment payment was due June 1<sup>st</sup> historically the library has gotten over \$200,000 in late June or early July based on 50% of taxes that were billed after the adjustment. The library should receive at least an additional \$250,000 in taxes. Director Wessel stated she would feel more comfortable in transferring funds to the investment account once the funds have been received.

Trustee DeSmidt inquired on when the fire sprinkler project and the IT cabling project will begin. Director Wessel stated that Johnson Controls came out on Friday, June 14, 2024 and will be back on Wednesday, June 19, 2024 to continue installing wiring for the smoke detectors. Director Wessel stated that the library is still waiting for the smoke detectors to be delivered, however, once the smoke detectors have been delivered and installed she is looking to move forward with the project as soon as possible.

President Deyne stated that she does not feel comfortable with the amount of \$1,000,000 in funds being transferred from the Now Savings Account to the Schwab General Fund. President Deyne stated that her threshold is \$750,000. President Deyne is aware the funds are coming; however, she

would prefer that the funds stay where they are as there are projects that will need to be paid out on.

Trustee Olsen stated that the disadvantage of the Now Savings Account is that there is a fee charged on a monthly basis for money sitting in the account so it has the backing of government security. Trustee Olsen stated that this is notated on the bank statements.

President Deyne reiterated that she still does not feel comfortable with the transfer of funds in the amount of \$1,000,000. Trustee Olsen stated that funds can always be moved back to the Now Savings Account if the library is short. Trustee Olsen stated that realistically the library will not be paying any substantial portion of the fire sprinkler system until the August board meeting even if it starts July 1, 2024 as these types of payments require board approval.

Secretary Sias stated that he has heard a lot of conversations about tax revenue over several months. Secretary Sias stated that he believes most of the current board was present during COVID when things were delayed. Secretary Sias does not believe that this is happening again but believes the funds should be in the account first. Secretary Sias likes the idea of earning more interest but that it would be a significant black mark against the library if the library were to get itself into a situation where there was not enough available cash. Secretary Sias characterized this as extremely unlikely but to make it zero by having funds in the account. Secretary Sias stated that Trustee Olsen made valid points but still does not feel comfortable with \$1,000,000 being transferred to the Schwab General Fund until funds are received.

Trustee Barry agreed with Secretary Sias regarding waiting for the funds from taxes to be received before transferring funds to Schwab General Fund.

Roll Call Vote - Yes: Olsen. No: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne. Motion denied.

Vice President Bucaro made a motion to approve a transfer of \$750,000 to the Schwab General Fund; Seconded by Trustee DeSmidt.

President Deyne requested clarification regarding if the transfer of \$450,000 had already taken place. Director Wessel stated the transfer has not taken place and will be a total of \$750,000.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne. No: Olsen. Motion carried.

### 3. Consent Agenda Approval (Roll Call Vote)

Vice President Bucaro made a motion to approve balance of the Consent Agenda; Seconded by Trustee DeSmidt.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Olsen, Boyer, Deyne. Motion carried.

CORRESPONDENCE: None.

### REPORTS, QUESTIONS, AND ANSWERS: PRESIDENT AND TRUSTEES

Trustee Olsen stated that the fund balance policy that was provided by Director Wessel after the May 20, 2024 board meeting at the request of Trustee DeSmidt is incorrect. Trustee Olsen does not understand why it took a year from the time the motion was passed to amend the policy to get a written copy and to see that it is incorrect as written. Trustee Olsen was under the impression that policies are to be put out for Trustees to see once they are completed but that has not happened.

Trustee Olsen stated that what was passed at the meeting one year ago was that the library would have at the end of the fiscal year the equivalent of no more than three to four months in any of the fund balances other than the general fund. Trustee Olsen stated that the policy that was distributed states four months to one year and that was not in any section of the motion that was made and passed by the board. Director Wessel stated that it may be possible an incorrect version was mistakenly sent out but that she recalls that the changes were made and that she will send out the correct version.

Trustee Olsen stated that the new phone system is wonderful that the library has it, however, he has had the opportunity to call the library twice since the installation and he was prompted to look up by name via the director and it did not work. Trustee Olsen stated that he brought it to IT Manager Manny Garza's attention. Trustee Olsen stated that he called on Thursday, June 13, 2024 at 2:00pm and that the phone continuously rang until it

went to voicemail labeled with Circulation Department as the Circulation Department is the answering center for the library.

Trustee Olsen states that the phone should be answered or if it does not get picked up after a certain number of rings to be forwarded to another extension. Trustee Olsen stated that it does not serve the library well for someone not to be able to reach the library when they need to. President Deyne inquired if Trustee Olsen left his name and number. Trustee Olsen stated that this is the first time this has happened when he has called. President Deyne stated the reason why the phone may not have been answered is because employees are assisting other patrons. Director Wessel stated that at the management meeting on Monday, June 17, 2024 it was discussed that the voicemail was active on the previous phone system if the phone continuously rang and there was no forwarding in place. Director Wessel stated that her and the management team agreed that it would not be beneficial to forward calls to another department. IT Manager Manny Garza stated that the Circulation Department serves as a hub for direction where a patron calling needs to go. IT Manager Manny Garza stated that if calls are sent blindly it may end up in the incorrect department leading the call back to the Circulation Department. Director Wessel asked IT Manager Manny Garza if the directory was in place with the previous phone system. IT Manager Manny Garza stated that there was but not sure of the functionality and was only mentioned during the holiday greetings. Director Wessel stated that the current phone system is still a work in progress and figuring out the kinks.

Adult Services Manager Sandra Sasal stated that the Circulation Department serves as the de facto switchboard and they are the experts on where to direct calls. Adult Services Manager Sandra Sasal also stated that direct department lines are on the website and sometimes patrons will call those lines but it is ideal that all calls go through the Circulation Department.

Trustee Olsen stated that this was only brought up because the phone system is new and staff should be aware of it so it can be addressed. Director Wessel stated that Trustee Olsen mentioned this issue to her and Business Office Generalist Sam Magdziarz in addition to Circulation Manager Mary Prohaska. Director Wessel stated that this is a day to day operation, assured Trustee Olsen that this is being addressed, and unsure why this is being brought up at a board meeting.

Secretary Sias asked Trustee Olsen how many calls he has placed to the library where the phone has been picked up. Trustee Olsen

stated that this is the first time this has happened. Secretary Sias asked again how many calls he has placed to the library where the phone has been picked up. Trustee Olsen stated he does not know as he calls two to three times a week.

Trustee DeSmidt stated that for the first few days of the new phone system going live she called and staff was in the process of working out some kinks in the system and that if she needed anything she would drive to the library instead. Trustee DeSmidt stated that she currently does not have a problem reaching staff and typically there are two or three people in Circulation at all times but reiterated Director Wessel's comment about staff being busy with other patrons.

Vice President Bucaro inquired about the phone directory and if it is searchable by first name, last name, or department. IT Manager Manny Garza stated that the directory is supposed to be searchable using T9 dialing.

Trustee DeSmidt suggested a page or section should be instituted on policies being posted for Trustees to view.

#### REGULAR AGENDA

#### ACTION ITEMS:

1. Directors and Officers Insurance \$3,652 vs. \$3,862 Difference of \$210

Director Wessel stated that there is a difference of \$210 for the Directors and Officers Insurance and is seeking the board's approval of this difference.

Vice President Bucaro made a motion to approve the \$210 difference for the Directors and Officers Insurance; Seconded by Secretary Sias.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Olsen, Boyer, Deyne. Motion carried.

2. Budget Final 2024-2025 FY (Approval)

Treasurer Barry made a motion to approve Budget Final 2024-2025 FY; Seconded by Secretary Sias.

Trustee Olsen stated that at the May 20, 2024 board meeting there was a discussion had regarding increasing investment advisor fees from \$7,500 to \$10,000. Trustee Olsen stated

that he did not see that reflected in the budget that was presented at this evening's board meeting. Trustee Olsen stated that after this evening's action the library will have \$4.7+ million in investments and does not see that being substantially reduced over the course of the coming fiscal year. Trustee Olsen stated that he believes it would increase to around \$5.5 to \$6 million. Trustee Olsen continued to suggest to raise the line item to \$10,000.

Trustee Olsen stated that he suggested at the May 20, 2024 board meeting to update the accounting services line item to reflect the amount of what the library will pay for the accounting firm that was selected which was Governmental Accounting, Inc. Trustee Olsen stated Governmental Accounting's annual cost is \$11,700 and \$14,000 is currently budgeted for the accounting services line item. Trustee Olsen would like to see this line item reduced by \$2,000 and be made \$12,000.

Trustee Olsen stated he has a concern regarding the library newsletter line item. Trustee Olsen stated the library just paid an invoice for \$7,900 plus a few dollars for the most recent edition of the newsletter. Trustee Olsen stated at this rate it would be \$31,600 annual for printing assuming there are no increases in printing cost and excluding the cost of mailing which is to be included in that line item. Trustee Olsen stated that the most recent mailing was \$1,800 for that single mailing which adds an additional \$7,200. Trustee Olsen stated that there's a shortfall in this line item by \$6,800.

Trustee Olsen stated he still has concerns regarding the developer donations.

Director Wessel stated that she will change the investment advisor fees line item to \$10,000. Director Wessel stated that she agreed with Trustee Olsen regarding marketing and the library newsletter printing and delivery and recommended to change this line item to \$42,000 to have a small buffer. Director Wessel recommended to keep the accounting services line item at \$14,000 in case there are any special projects the library needs the accounting firm to complete.

Vice President Bucaro had an inquiry regarding unemployment insurance under the special funds section of the budget. Vice President Bucaro wanted to confirm that the fund balance at the end of May 2024 is -\$1,656. Director Wessel stated that



this is correct and that the library will need to be careful when completing the levy to make sure that it is levied more than that amount and that this is when Trustee Olsen spoke about decreasing surplus fund account so that the fund balances are evened out. Director Wessel stated that she verified with James from Governmental Accounting and Jamie Racklin that it is not done with the budget appropriation but that she is also verifying this with the library attorney.

Treasurer Barry made a motion to approve Budget Final 2024-2025 FY with amendments to line items R7 Investment Advisor Fees to \$10,000 and W4 Newsletter Printing and Delivery to \$42,000. Seconded by Secretary Sias.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne, Olsen. Motion carried.

### 3. Educator Loan Policy (Approval)

Director Wessel stated that the library is going fine free effective July 1, 2024 and that this policy is updated to reflect fine free.

Trustee Olsen made a motion to approve the Educator Loan Policy; Seconded by Trustee DeSmidt.

Trustee Olsen stated that it is his understanding that there are two different levels of accounts being the school having one account and each individual teacher having an account. Trustee Olsen stated the policy has a reference about any account having any item 10 days overdue billed or \$15 in fees. Trustee Olsen inquired if this is referencing the school's account or each individual teacher's account. Adult Services Manager Sandra Sasal stated she believes this references each individual teacher's account. Trustee Olsen stated that this is not made clear in the policy and that language should be added that this applies to the teacher level and not the school level. Director Wessel stated that she is ok with tabling the approval of this policy and clearing up the confusion.

Treasurer Barry made a motion to table the Educator Loan Policy; Seconded by Vice President Bucaro.

Roll Call Vote - Yes: Barry, Bucaro, Olsen, Boyer. No: DeSmidt, Sias, Deyne. Motion carried.

#### 4. Loan Periods, Renewals and Fine Free Policy (Approval)

Trustee Olsen would like to propose two changes to the policy. Trustee Olsen stated that the first change would be in paragraph 7 line 1. Trustee Olsen recommended that this line be changed to read "Bartlett Library does not allow charges for faxing, printing, Friends purchases, etc." Trustee Olsen stated that currently there is other language in the policy that confuses that line and feels that a few words can be eliminated to make the policy clearer to patrons. Director Wessel stated that currently patrons are allowed to put charges on their account for these services but that will not be allowed after beginning July 1, 2024 and that it is stated clearly in the policy. Trustee Olsen stated that because it is being eliminated it does not need to be stated. Director Wessel stated that it needs to remain in the policy as any patron that has been doing this will question why they are not able to do this anymore since it has been done in the past and the staff will be able to say this has been changed in the policy.

Trustee Olsen stated that the column labeled "Fines" should be changed to "Daily Fines" for clarification purposes both on the administration end and public understanding. Director Wessel stated that she does not believe it needs to be changed to "Daily Fines" as it has been in the policy for a long time and has worked. Adult Services Sandra Sasal stated that it is per day.

President Deyne stated she does not have a problem with the column being labeled "Daily Fines" as it will make it very clear to patrons but does not see any change to the recommendation Trustee Olsen made regarding paragraph 7 line 1 of the policy.

Trustee Olsen made a motion to approve the policy as amended to say "Daily Fines;" Seconded by Trustee DeSmidt.

Trustee Boyer inquired if this would make sense operationally. Technical Services Manager Sonya Skibicki suggested that instead of being labeled "Daily Fines" having the various rows changed to "/per day" with the cost as that may be clearer for everyone.

The motion has been amended to leave the column as "Fines" but have "/per day" added to each applicable row with a fine.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne, Olsen. Motion carried.

#### 5. iPad Use Policy (Approval)

Trustee Olsen made a motion to approve the iPad Use Policy; Seconded by Treasurer Barry.

Trustee Olsen stated that under "where to go for help using the library iPad" it states that it is expected that the borrower has general iPad knowledge and will be able to perform most basic iPad functions. Trustee Olsen stated this raises a question in his mind if we offer instruction on the use of iPads because the library is assuming that youth are familiar with iPads but may not be due to economic circumstances.

Director Wessel stated that computer classes were taught in the past to youth patrons however those were discontinued because schools now use devices such as Chromebooks and technology in school curriculum. Adult Services Manager Sandra Sasal stated that the language is also meant to reflect assisting a child with a game.

IT Manager Manny Garza stated that this language is copied verbatim from the laptop policy and changed to iPad. IT Manager Manny Garza stated this is to avoid staff being tied up with significant levels of assistance that the staff may not be able to offer which would impact the staff's ability to assist other patrons.

Trustee Olsen stated that he does not know whether that makes sense or it provides an opportunity for the library to offer classes for children to learn basic skills of using an iPad. Director Wessel stated that she can speak with Youth Services Manager Phyllis Sadowski regarding offering classes but that basic skills with technology is typically taught in the school curriculum. Trustee DeSmidt stated that typically an adult is with the child to help assist but there is ample staff in any department to provide a basic overview of using an iPad.

Trustee Olsen stated that he does not have an objection to the policy and that he only wanted to raise the question if the skill levels are there or if there was an opportunity to teach a class on basic skills. Trustee Olsen stated that he

believes there are still families that do not have this type of resource in their homes.

Vice President Bucaro requested clarification regarding who will be checking out the iPad. Vice President Bucaro stated the first line of the policy that states that the iPad is for exclusive use of families with children under the age of 12 and then states further down that potential borrowers must be 18 years of age or older. Director Wessel stated that the iPad must be checked out by the adult.

President Deyne stated that the iPad policy should remain as is.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne, Olsen. Motion carried.

#### DISCUSSION ITEMS:

##### 1. Proposed Lake St TIF

Trustee Olsen stated that several years ago the board adopted along with other governmental agencies a stance on a TIF district that was being proposed for redevelopment of downtown Bartlett. Trustee Olsen stated that in the next month or two the Village will be going out for public input. Trustee Olsen stated that this results in bringing properties into the Village that were outside the village limits initially and rezoning residential properties that would have been of benefit to the library.

Trustee Olsen stated that it is not to the benefit of the library to support TIF districts and that generally the findings are that TIF districts only benefit the developers in addition to the municipality in which it resides. Trustee Olsen stated that it is simply a 23-year deferral of any additional taxes that would benefit the individual public bodies. Treasurer Barry stated that he was on the board at the time of the redevelopment of downtown Bartlett.

President Deyne stated that her and Director Wessel met with Paula Schumacher, Village Administrator, and Kristy Stone, Director of Planning and Development. President Deyne stated that the library has already been in this TIF district, the area that is being referenced to is commercial and has already been annexed into the Village. President Deyne stated that there will be three public hearings on the following dates for what is being labeled as the Lake St Corridor: TIF

ordinance set up on July 2, 2024, joint review board on July 18, 2024, and a hearing on August 20, 2024.

President Deyne stated that this is to clean up the blight that is that property. President Deyne stated TIF districts will hold the money for 23 years but it does not just affect the library and the money will come to the library at some point. Director Wessel stated that when there was the downtown Bartlett TIF district the governmental entities worked together and when formal communication was received by the Village regarding voting it was brought back to each individual board and each director was advised on the decision to make. Director Wessel stated that she reached out to Hanover Township and was told that they have not yet received any formal communication and so she is currently in a holding pattern.

Treasurer Barry stated he was on the board when the redevelopment of downtown Bartlett took place. Treasurer Barry stated that there had been a TIF district there already but the Village wanted to do an additional TIF district. All of the directors of governmental entities acted in unison and voted against it and put the burden of proof on the Village board. Treasurer Barry stated that this is a brand new TIF district so he will not decide one way or the other until documentation is reviewed.

Trustee Olsen stated that he only wants to start the discussion because once the Village completes their third hearing in August it will go to the Village board and they will decide based on the findings of the hearings whether to proceed with putting it on the ballot for the community to vote on. Treasurer Barry stated that this is not put on the ballot for the community to vote on as it is voted on by the Village board. Treasurer Barry stated that before the third hearing the library board will meet and provide direction to Director Wessel on how to vote at the third hearing in August.

## 2. Foundation

Trustee DeSmidt states she is bringing forward to the board advertising concerns regarding Foundation and Friends sponsored events. Trustee DeSmidt stated that the Friends concert was not advertised as previously done and the Foundation's current car wash fundraiser was not advertised as previously done with the Patti Perkins "For the Love of

Patti" fundraiser or authors event. Trustee DeSmidt is asking the library to provide a separate icon button on the library's website to be utilized for any Foundation or Friends sponsored event as previously demonstrated. Trustee DeSmidt stated that the Foundation and Friends are organizations that support the library and in the past years the partnership has been evidenced by the library advertising on the main webpage with an icon button.

Director Wessel stated that she did not delegate staff to change it and that it was an oversight because of all of the different things going on within the library. Trustee DeSmidt stated that a staff member told her that Director Wessel stated that there will be no icon for the Friends concert. Director Wessel stated that Assistant Director/Public Relations Manager Mallory Knapp is not here, Graphic Artist/PR Assistant Jackie Rojas is extremely busy, and an executive decision was made to not do an icon. Director Wessel stated that this was an internal decision due to staffing issues.

President Deyne stated that the event was on Facebook. Trustee DeSmidt stated that not everyone is on Facebook.

### 3. Friends

Trustee Olsen stated that he has concerns regarding the Friends advertising. Trustee Olsen stated that he was in the library the week of June 3, 2024 and did not see any posters at all advertising the concert. Trustee Olsen stated that he mentioned this to Circulation Manager Mary Prohaska. Trustee Olsen stated that as he was leaving the library Graphic Artist/PR Assistant Jackie Rojas walked up to Trustee Olsen in the lobby to introduce herself and he asked her about advertising for the concert and was told that Director Wessel told her it was not important.

Trustee Olsen stated that he wants to make sure everyone understands that the one of the reasons why the Friends hosts concerts is to try and attract people to the library. Trustee Olsen stated that the more people there are at the concerts is a larger opportunity to expose people to the library and the services that are offered.

Trustee Olsen stated that the Friends meeting asked Circulation Manager Mary Prohaska to have a table at the concert for library card registration. Trustee Olsen stated

that this did not happen. Trustee Olsen stated there were people that came to the concert and the numbers that were reported in the Circulation department report were not accurate. Trustee Olsen stated there were not 150 people that attended and several counts were done with 120 being the highest count. Trustee Olsen states this was disappointing but attributes it to the lack of advertising for the event.

Trustee Olsen stated that the concerts that the Friends have it has gotten expensive. Trustee Olsen stated for 120 people the Friends averaged their cost to \$10 a person. Trustee Olsen stated that in an organization that has an annual revenue under \$10,000 a year that to spend \$1,200 on a program and not have a great turnout is disappointing.

President Deyne stated Arts in Bartlett had a two-day event and were lucky to have 50 people attend each day and it was advertised on Facebook. President Deyne stated that patrons cannot be forced to attend events. President Deyne suggested either there be a charge for attendance to see a return or choose more cost-effective groups for events. President Deyne stated there have been more cost-effective groups in the past.

Trustee Olsen stated that it is not the intent to have a return other than in attendance in drawing the community to the library. President Deyne acknowledged Trustee Olsen's dedication to trying to bring the community to the library.

Trustee Boyer inquired on how the Friends chooses the group for the concert. Trustee DeSmidt stated that multiple members of the Friends assisted in choosing and scheduling the concert. Trustee Boyer stated that she comes from an organization that requests feedback from the community what they would like to see and that would be a way to bring people in. Trustee Boyer provided an example of sending out a survey to community members.

Trustee Olsen stated that the Friends has a Facebook page that was created earlier this year and are struggling to get followers. Trustee Olsen stated that there were some people that attended the concert but only because they were coming from the recreation center. Trustee Olsen stated that he does not know if they have ever been in the library or are a cardholder but it would have been an excellent opportunity for the library to offer material and library card registration. Trustee Boyer asked Trustee Olsen if he emailed

Director Wessel this suggestion and he stated yes. Trustee Olsen stated that this was communicated to Circulation Manager Mary Prohaska as she is the liaison for the Friends and is the one who brings it back to the executive people.

Director Wessel stated that the library, library staff, and management team would do anything to support the Foundation and Friends but there has to be boundaries. Director Wessel stated that a crisis, emergency, or lack of planning on the end of the Foundation and Friends does not mean the library stops day to day operations to jump and do something for the Foundation or Friends. Director Wessel stated that the library is in the process of getting the graphic request ordering system in place and the Assistant Director/Public Relations Manager is currently out. Director Wessel understands that the board does not like hearing that the library is still short staffed but the fact of the matter is the poster did not get posted because it simply escaped of the library's things to do. Director Wessel stated that as soon as the library heard the poster was not put out staff was working on it. Director Wessel stated that the Foundation and Friends have great ideas and support the library but is asking for boundaries, support for the management team and Marketing department, and acknowledging that the library is still short staffed and doing the best they can.

DIRECTORS REPORT INFORMATIONAL ONLY:

1. Fire Sprinkler Replacement Project Update
2. IT Cabling Project Update
3. Participation in the July 6, 2024 4<sup>th</sup> of July Parade
4. Illinois Library Laws and Rules Effective January 2024
5. Per Capita Check
6. Foundation Update
7. Friends Update

NEW BUSINESS: None.

TOWN HALL: None.

ADJOURNMENT: Treasurer Barry made a motion to adjourn the meeting; Seconded by Vice President Bucaro.

Roll Call Vote - Yes: Barry, DeSmidt, Sias, Bucaro, Boyer, Deyne, Olsen. Motion carried.

Meeting adjourned at 8:26 P.M.