

Yorkville Public Library
Board of Trustees
Monday, April 11, 2022 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The Board of Trustees meeting was called to order at 7:00pm by President Darren Crawford, roll was called and a quorum was established.

Roll Call:

Rosie Millen-yes, Theron Garcia-yes, Ryan Forristall-yes, Darren Crawford-yes, Susan Chacon-yes, Russ Walter-yes, Sue Shimp-yes

Absent: Tara Schumacher, Bret Reifsteck

Staff Present:

Library Director Shelley Augustine

Others Present:

Friends of the Library members: Judy Somerlot, Daniel Chacon, Tiffany Forristall

Recognition of Visitors:

President Crawford welcomed staff and guests.

Amendments to the Agenda:

President Crawford asked for an amendment to the March 28th Personnel Committee meeting. In the New Business paragraph, the sentence should end after "...Executive Session" and the remainder of the sentence should be omitted.

Presentations: None

Minutes: March 14, 2022/Personnel Committee, March 14, 2022/Board of Trustees, March 28, 2022 Personnel Committee

A revision of the minutes was made under the "Amendments to the Agenda". Mr. Crawford then moved and Ms. Garcia seconded a motion to approve the minutes as presented with the stated adjustment to the March 28th minutes. Roll call: Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes, Millen-yes. Carried 7-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:

Ms. Somerlot reported the Friends approved \$1,000 for the children's department. She also showed a plaque that will be purchased to provide a bio of former Library Director Michelle Pfister and it will be displayed in the Michelle Pfister Meeting Room under the existing plaque. This will be beneficial for new Library patrons and others. Ms. Somerlot also thanked Board members, Ms. Augustine and staff for assistance with mini-golf. Friends of the Library President Tiffany Forristall, who spearheaded the mini-golf event, thanked Board members and staff who helped. She also thanked Ms. Millen for her company's donation of the 19th hole. She said there were about 375 in attendance and she gave other stats about the event. The total net profit was \$6,084.20 which was the highest ever. She said it was a great way to kick off National Library Week if the

Board were to change the usual date from after the Super Bowl. National Library Week will be held at the end of April in 2023. Mr. Walter commented that it might be beneficial to have the mini-golf later since it avoids winter weather and protects the carpet. Ms. Somerlot said that holding the event later might compete with other outdoor sports and activities. Ms. Forristall also noted they tried to encourage younger Moms and their children to attend since they attend some of the other programs.

Staff Comment: None

Report of the Treasurer:

Financial Statement

Treasurer Chacon highlighted some of the larger expenses. She also said the budget is at 92% of the FY and the library is at a positive \$178,000. Even though costs are rising, the budget is still doing well, she said.

Payment of Bills

Mr. Crawford made a motion to pay the bills as follows and Ms. Garcia seconded:

\$14,536.75	Accounts Payable
\$38,804.93	Payroll
\$53,341.68	Total

Roll call: Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes, Millen-yes, Garcia-yes.
Carried 7-0.

Report of the Library Director:

Director Augustine reported the following:

1. The Director said he people counter numbers were very high due to mini-golf. She thanked the Friends, sponsors and helpers as well as Ms. Forristall.
2. The Three Rivers Public Library Director created the Library Crawl Program and also attended the mini-golf. The Director and Board will be visiting the Yorkville Library for future planning.
3. Each full-time manager and their staff will be visiting other libraries.
4. On April 27th, the Illinois Libraries Presents will have a virtual program with actor/author Ron Offerman.
5. Fox Valley YMCA asked library to participate in Healthy Kids Day and Ms. Augustine will attend.
6. Friends member Nettie/Monarch Marketing will assist with updating the marketing brochure and is doing it pro bono.
7. Director will attend several meetings this month.
8. Blood drive to be held at library, sponsored by State Representative Dave Welter.
9. A leak was found by maintenance man Ted and he tightened a coupling
10. Mr. Walter met with Jeff from TCG Solutions (phone system) and software was updated to be 9-1-1 compliant. The update will allow 9-1-1 system to pinpoint exact phone where a 9-1-1 call was made.
11. Two managers will be attending conference in Rosemont.
12. Director finished managers' performance evaluations, staff evaluations will be done by managers.
13. A part-time staff member and Ms. Weiss are creating a Harry Potter family event for August.
14. Field Experience Coordinator at YHS contacted Ms. Augustine—no student is available now for internship. (This was a suggestion from Board Member Rosie Millen).
15. Library will close early for Good Friday.
16. Summer reading program being planned based on \$2,000 grant received by Ms. Weiss for STEM.
17. Friends approved \$500 to purchase containers for take-home/return kits for STEM.
18. Spring cleanup being done April 23rd for Earth Day, volunteers are requested. Director also reached out to YHS for possible volunteer groups to assist.

City Council Liaison: None

Standing Committees:

The Personnel Committee met recently.

Unfinished Business:

Adopting Proposed FY 23 Budget

Treasurer Chacon said some of the line items were updated, including salaries and increased utility costs. Ms. Augustine said the library fines were reduced to \$1,000 and a 3% COLA increase was also included along with the proposed part-time new hire. Ms. Chacon commented that even though this is a deficit budget, the library always finishes with a surplus. Mr. Walter moved to approve the FY 2023 budget as presented and Ms. Chacon seconded. Roll call: Shimp-yes, Millen-yes, Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes. Carried 7-0.

New Business:

Approve Resolution to Adopt Non-Resident Library Card Fee

Ms. Augustine said each year the library must decide how non-resident patrons will be charged for their library cards. She proposed the charges be based on a multiplier of the tax rate of the home value. Renters are charged a percentage of their monthly rent. Mr. Walter made a motion to approve the Resolution to adopt the non-resident library card fee as presented and Ms. Garcia seconded.

Roll call: Millen-yes, Garcia-yes, Forristall-yes, Crawford-yes, Chacon-yes, Walter-yes, Shimp-yes. Passed 7-0.

Reminder: Statement of Economic Interest Due May 1, 2022

Director Augustine directed Board members to the Kendall County Clerk's Office website for a form which must be completed by each Board member by May 1.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 7:38pm.

Minutes respectfully submitted by

Marlys Young, Minute Taker