

**Yorkville Public Library**  
Board of Trustees  
Monday, May 9, 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. President Crawford also read the remote attendance proclamation.

**Roll Call:**

Darren Crawford-yes, Ryan Forristall-yes, Rosie Millen-yes, Bret Reifsteck-yes, Tara Schumacher-yes, Jackie Milschewski-yes, Keri Pesola-yes

Absent: Theron Garcia, Sue Shimp

President Crawford welcomed the new Board members.

**Staff Present:**

Library Director Shelley Augustine, Director of Youth Services Jennette Weiss, Library Clerk Mackenzie Kavanaugh

**Others Present:**

Judy Somerlot, Daniel Chacon, Susan Chacon

**Recognition of Visitors:**

President Crawford welcomed staff and guests.

**Amendments to the Agenda:** None

**Presentations:**

Ms. Weiss said staff wished to present their community project for the year which will be a Harry Potter live action role play on August 6 and families will be invited to the library to participate in activities. Staff is asking for help from the Board and 30 volunteers who would be willing to dress in costume for this project. Preliminary plans are underway. Staff members will be contacting the schools' drama departments for volunteers and other area groups will be contacted as well. A flier will be created and posters are displayed in the library.

**Approval of Minutes:** April 11, 2022

President Crawford made a motion to approve the minutes as presented and it was seconded by Mr. Forristall. Roll call: Crawford-yes, Forristall-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Milschewski-yes, Pesola-yes. Carried 7-0.

**Correspondence:** None

**Public Comment:** None

**Friends of the Library Report:**

Ms. Somerlot said \$750 has been approved for the next session of the Illinois Libraries Presents program. She said the first 6 month trial proved to be very successful. Forty people from this library have attended. Funds in the amount of \$150 were approved for flowers outside the library entrance. Volunteer hours totaled 240 since the last meeting with much of that total being for the spring cleanup. An amendment to the Friends Constitution

was proposed and will be voted on at the June meeting.

**Staff Comment:** None

**Report of the Treasurer:**

**Financial Statement**

Ms. Augustine stated that the city prefers her to use the credit card where possible in order to earn points. She highlighted some of the invoices as follows. Office supplies were replenished, the movie license and Zoom membership renewed and marketing and promotion items were purchased. Other invoices included were for two staff members who attended a conference, renewal of 2 newspaper subscriptions, reimbursement for staff mileage, books, 1 month of annual PrairieCat membership and elevator quarterly maintenance agreement.

**Payment of Bills**

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

\$23,606.96 Accounts Payable

\$60,137.10 Payroll

**\$83,744.06 Total**

Roll call: Forristall-yes, Millen-yes, Reifsteck-yes, Schumacher-yes, Milschewski-yes, Pesola-yes, Crawford-yes. Carried 7-0.

**Report of the Library Director:**

Director Augustine reported the following:

1. Completed library Road Trip program, created passport for visiting libraries. Gas prices may have affected visiting several libraries, to be addressed for next year. Susan Chacon shared her experiences in visiting the libraries.
2. Illinois Libraries Presents featured author Nick Offerman, 6,500 people participated via Zoom. Actress Marlee Matlin to do presentation this summer.
3. Summer reading program being prepared which will coincide with science, received \$2,000 grant. Several organizations have donated coupons for children, Ms. Augustine listed the various companies. Friends of Library also financially support this program.
4. Director attended YMCA Healthy Kids Day on April 30 and handed out library information.
5. Tim Evans of Parks Department provided information to Director regarding Community Golf Outing day and asked if Board members would like to attend.
6. Ted Milschewski has completed numerous repairs including fixing intentional restroom blockages in toilets and sinks. Permanent markers were also used to deface bathrooms. (It was noted the security cameras do not focus on the restrooms). The high school will be contacted regarding the issue.
7. Director Augustine shared information about two House Bills that passed regarding Library Board vacancies and Treasury appointments, in particular at Niles Maine Public Library. There were several interested candidates and the Library is tied in the vote to fill vacancies. The Bill requires the vacancies be filled after 90 days. If not filled, the State Librarian fills the vacancy. The second Bill is a library card waiver fee for non-resident minors.
8. Ms. Augustine mentioned newsletter written by Ancel Glink Law Firm--they highlight library issues.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:**

**Yorkville Education Foundation Storywalk Update**

The President of the Education Foundation provided information on their storywalk proposal. They had hoped to construct a storywalk at the Beecher Center, however, there has been an uptick in vandalism and Parks Department Director Tim Evans recommended against installation in that location. The Heartland Circle Park was suggested as an alternative and the Foundation will provide information to the Parks Department on May 17<sup>th</sup>. Ms. Augustine informed them the library would provide stories for the display, however, not monetary support.

**New Business:**

**Approve COLA Increase for FT Employees for FY23**

A 3% COLA for the full-time staff was approved last month along with the budget. Ms. Augustine said it needs to be voted on and she wants the full-time and part-time staff to start their pay increases at the same time for administrative purposes. Mr. Crawford made a motion to approve the 3% COLA increase for full-time employees for FY23. Ms. Millen seconded the motion. Roll call: Millen-yes, Reifsteck-yes, Schumacher-yes, Milschewski-yes, Pesola-yes, Crawford-yes, Forristall-yes. Carried 7-0.

**Discussion on Replacing/Updating 5 Security Cameras**

Ms. Augustine informed the Board that 2 more of the old cameras are not functioning. She would like to request a quote for 5 new cameras/installation for high visibility areas including restrooms. Mr. Forristall suggested a building walk-through to address this situation. Ms. Augustine said one camera is focused on the chiller outside. Mr. Forristall inquired how many cameras are left to replace. At this time, there are only 6 new cameras. There are 31 cameras with 28 of them operational.

**Reminder – 1 Year Director Evaluation Due**

Ms. Augustine reminded the Board her 1-year review is due May 1. The Personnel Committee will address this.

**Executive Session:** None

**Additional Business:**

Ms. Millen said the Harry Potter project discussed earlier sounds like a great project and commended the staff enthusiasm. However, she feels the Board is here for direction rather than to take on the roles suggested for this project. She said the Board made several suggestions for possible partners for this project. She said those programs are designed to bring more people to the library and this is an opportunity to develop that synergy. Ms. Schumacher said the Community Relations Committee could possibly help with making contact with the schools. Ms. Augustine said she felt the staff was trying to partner with the Board. More printed information will be needed and Ms. Pesola noted the Harry Potter event should be a very big draw.

**Adjournment:**

There was no further business and the meeting adjourned at 7:51pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker  
(Attended meeting by Zoom)