

# **APPROVED W/CORRECTIONS 12/11/23**

## **Yorkville Public Library**

### **Board of Trustees**

**Monday, November 13, 2023 7:00pm**

**902 Game Farm Road – Michelle Pfister Meeting Room**

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

#### **Roll Call:**

Jason Hedman-yes, Keri Pesola-yes, Jackie Milschewski-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes, Tara Schumacher-yes

Absent: Bret Reifsteck

#### **Staff Present:**

Library Director Shelley Augustine

#### **Others Present:**

Kathi Murphy-Friends of the Library, Alderman Craig Soling (arr. 7:11pm), Mike Krempski, Molly Krempski, Alayne Hopkins-Library Strategies, Cindy Fesemyer- Library Strategies, Richmond Kinney- Library Strategies, Donald Duffy-Team Eagle Packaging Systems, Jenny McCann, Kelsey (no last name given) via Zoom

#### **Recognition of Visitors:**

President Garcia recognized staff and guests.

#### **Amendments to the Agenda:** None

#### **Presentations:**

Library Strategies representatives were present via Zoom, to present their proposal for a Strategic Plan. They are based in St. Paul, Minnesota and each of the reps explained their qualifications and roles for Library Strategies. Ms. Fesemyer would be the lead consultant and would collect all data and all other components for the project. They explained the types of data that would be collected and how it would be gathered. Their plan would also include a SOAR session, one-on-one interviews, surveys and a steering committee established by the library. They explained the options available and said the process would take about 5-6 months.

#### **Approval of Minutes:** October 9, 2023

Ms. Garcia moved and Ms. Milschewski seconded to approve the minutes as presented. Roll call: Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes Carried 7-0.

#### **Correspondence:** None

#### **Public Comment:**

Mike Krempski: He recited the Pledge of Allegiance with emphasis on “republic”. He said republic is a form of government where the power resides in the people and elected representation and that individuals have a say. He said this guarantees our democracy. The U.S. shall guarantee a republican form of government and protect each state. He quoted Thomas Jefferson about republican type of government. He said a constitutional republic is the greatest government formed by man, which can deteriorate without care. On a side note, he said that all other board meetings he has attended in other towns always start the meeting with the Pledge of Allegiance or a prayer and that this Board does neither.

Molly Krempski: She said upholding the Illinois state standards for public libraries is being discussed tonight and it grants material selection power to an un-elected, non-governmental, Marxist association like ALA. She said it is an abuse of the power granted to the Board by the people and violation of the U.S. Constitution. She said ALA is pushing licentious material on minors and that the Board is selling out “our childrens' future for a state grant”. She said the Board was never granted the authority to do this and that is unethical and illegal. Her point was to make sure each Board member is well-informed about this path. She read a statement of a “prophetic warning”.

Jenny McCann: She thanked the staff and library Board for their work and for supporting everyone who is attending regardless of their background or beliefs. She said many appreciate all that they do.

Alderman Craig Soling: Mr. Soling said no Library liaison was appointed, but he would be attending Library meetings when he can.

Don Duffy: He said he has served on many Boards and thanked all Trustees and staff and knows how much work is involved with a Strategic Plan. He doubts that Board members are being paid. He has attended a couple School Board meetings and was flabbergasted that a book was banned in the high school. He said that after hearing some of the comments at the meeting tonight, he hopes that some people can see beyond the narrow scope. He hopes the Board can keep from being swayed by a vocal minority that suggests we narrow down and stop the learning that goes on. He has copies of *Just Mercy*, the book that was banned by the School Board, and offered them to the Library Board. He said it is an excellent piece of literature.

#### **Friends of the Library Report:**

President of the Friends Kathi Murphy said they are beginning their fiscal year and have 51 memberships, 24 being family memberships. The mini-golf preparations are proceeding for February 4<sup>th</sup> and they have added an extra golf hole featuring Harry Potter. She said the library programs are becoming more popular and 431 adults attended programs in October. She said the Friends Group now has a non-profit status designation of 501c3. Ms. Murphy said Judy Somerlot was very instrumental in completing the work for this and should be commended. As required by the State, there are 3 members on the Board of Directors and bylaws were approved today.

**Staff Comment:** None

#### **Report of the Treasurer:**

##### **Financial Statement and Payment of Bills**

Treasurer Milschewski said there was a \$466 charge for programming, however, the Friends are reimbursing. She also highlighted some of the other bills pertaining to building improvements. She made a motion to approve payment of the bills as follows and Ms. Garcia seconded.

\$48,941.34	Accounts Payable
\$37,654.69	Payroll
<b>\$86,596.03</b>	<b>Total</b>

Roll call: Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes. Pesola-yes. Carried 7-0.

#### **Report of the Library Director:**

Ms. Augustine reported on the programs held during the month as well as upcoming programs. In addition, she said there was a false fire alarm triggered by city work on the water lines. The staff evacuated all patrons. Also, the exterior of the building was recently power washed. A scarecrow contest was held, the Police Department hosted a scavenger hunt which included the library, feminine hygiene products are being collected for the Girls From the World organization, the library Sunshine Committee is having a food and hat/glove drive and the Conservation Foundation is going to be holding a monthly program series at the library.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:**

**HVAC Update**

Ms. Augustine reported the chiller is running on one circuit. Tom from Trico recommended against spending more money for repairs, but to replace it instead. The 2 boilers are running well and were serviced for winter maintenance. She received an email from Tom Wegman about rebuilding the pumps which are original and at the end of life. He said to rebuild or replace to avoid an emergency repair. He recommends a rebuild at a cost of \$1,550 plus labor. A possible rewind of the pumps might be needed, but it is not known until the work begins. The rewinding would cost an additional \$2,170 each and it would take about a week to repair a pump. Mr. Forristall asked if the pumps are stock items. Alderman Soling works for Fox Metro and has rebuilt these kind of pumps. They are not stock items and there is a 3-4 month lead time. He recommended replacing.

Ms. Augustine continued and discussed chiller pumps. There is only one and to rebuild it is \$7,675 and a new one is \$9,740 with a 4 month lead time. Mr. Wegman suggested a new chiller pump and rebuild the existing pump to keep as a backup. Ms. Milschewski asked if the pump would be compatible with a new chiller. Mr. Soling said the new one should be compatible. Ms. Millen asked if it is better to replace the boiler and Mr. Soling said if the pump casing is worn and pitting, it is probably a waste of money to rebuild.

Ms. Augustine also said there are 2 primary pumps that circulate hot water through the building and to rebuild both is \$7,500 which includes labor. Mr. Hedman said the city needs to review, recommend and determine the order of repair/replace. Mr. Forristall said this is package work and to include the items discussed, along with a chiller quote. Ms. Augustine noted that at this time we are looking at engineering work. In summary, the Board would like city input and recommendation and then to have the Director report to the Board.

**Strategic Planning Discussion/Action**

The Board has now heard from two firms who do Strategic Plans. Ms. Millen said that in the presentation tonight, the SOAR analysis and implementation plan were not included and Ms. Milschewski noted that in the first presentation, all phases were included. After an informal poll of the Board, it was agreed that Fast Forward, the first presenter, was their choice. Ms. Schumacher suggested a committee to determine the options desired and coordinate with Ms. Augustine who could then present it to the Board. Ms. Millen requested the committee include language "for a fee not to exceed" and Mr. Hedman asked for the 'national trends'.

President Garcia made the following motion: Direct Ms. Augustine to contact Fast Forward stating that the Board would like to move ahead with their proposal, but to not exceed their proposal of \$22,400, create a committee, include national trends and have the ability to decide which options the Board wants to include. After some discussion and questions, Ms. Garcia rescinded her motion and Ms. Milschewski made a new motion to begin Phase 1, enter into a contract with Fast Forward Libraries in an amount not to exceed \$11,300 and to include national trends. That motion was also rescinded after some questions and discussion.

President Garcia then directed Ms. Augustine to contact Fast Forward Libraries and advise that the Board is ready to move forward, but it must be clarified if a national trends analysis can be included. After that conversation occurs, Ms. Augustine is to report to the Board. Mr. Hedman asked if the Director felt comfortable asking Amanda from Fast Forward about a staff-led vs. consultant-led project to see what the total spend might be. Ms. Augustine said she prefers the consultant to lead the project. Ms. Garcia stated that a decision should be made by next month.

**Future Library Planning/Projects Discussion/Action**

Ms. Augustine said proposals for a new chiller were received from Kluber, 20/10 and IMEG. Facilities Manager Jesus Navarro recommended 20/10, partly due to cost. Mr. Forristall noted that 20/10 said there could be additional costs and Ms. Augustine noted IMEG did not do a site visit. Ms. Garcia made a motion to approve

the engineering firm 20/10 proposal as presented, seconded by Ms. Milschewski. Roll call: Forristall-yes, Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes. Carried 7-0.

### **Lighting Improvements – Discussion/Action**

Ms. Augustine had been asked to obtain additional quotes for new lighting and she was only able to get one. She received an update just today from Verde. If the Board approves phase 1, the Verde rep can offer a 5% discount and if the Board approves phase 1 and 2, the rep can offer a 15% discount. The quote includes the ComEd incentives. Ms. Augustine said Verde does all the consultation, the contractor and electrical work. She provided other qualifications that Verde has and they have access to all ComEd incentives. The Director said that if no decision is reached tonight, the incentives will be forfeited. She said it is in the budget to complete Phase 1 and 2. Ms. Milschewski made a motion to approve the partnership agreement with Verde Energy Efficiency Experts with the new price breakdown as presented and Mr. Hedman seconded. Roll call: Forristall-yes, Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes. Carried 8-0.

### **New Business:**

#### **Review Serving Our Public 4.0 Standards for Illinois Public Libraries (Chapters 1-6) for Annual Per Capita Grant**

Director Augustine said this information must be submitted by January. She pointed out that Chapters 4, 5 and 6 were just updated this year. She detailed some of the updates or changes and briefly discussed new policies, governance, staffing levels, salary updates, space, access, lighting, infrastructure maintenance and safety.

### **Executive Session:**

At approximately 8:55pm, President Garcia made a motion to go into Executive Session and she read the reason as follows: **For the discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.** Mr. Hedman seconded the motion. Roll call: Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Forristall-yes. Carried 7-0.

The Session started at 8:58 and concluded at 9:04pm and the Board returned to their regular meeting.

### **New Business continued:**

The Board determined that “Packet 1” should remain sealed and all minutes in “Packet 2” can be released.

### **Adjournment:**

The meeting adjourned at 9:04pm on a motion by Ms. Garcia and second by Ms. Milschewski.

Minutes respectfully submitted by  
Marlys Young, Minute Taker