

1. Call to Order, Roll Call, and Declaration of Quorum

*The meeting was called to order by Vice President Mason-Smith at 6:31pm.
Present: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Williams.
Absent: Trustee Villafana (arrived at 6:32pm, following approval of agenda).
A quorum was present.*

2. Acknowledgment of Audience

Assistant Director La Barbera and Director Cox were present.

3. Approval of Agenda – Motion to accept the agenda for Wednesday, October 26, 2022.

*Motion to approve: Trustee Mason-Smith
Second to Motion: Trustee Thomas
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee Villafana
Result: Motion carried.*

(President Villafana joined the meeting)

4. Board Officer Reports

A. Secretary's Report

The following four sets of minutes as distributed each had a typographical error in the heading, incorrectly marking them as 'Agenda' instead of 'Minutes'. The Board noted this error and motioned to accept each set as amended to correct that error.

1. Motion to accept the minutes for the September 28, 2022 regular monthly meeting as amended.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.*

2. Motion to accept the minutes for the September 28, 2022 Closed Session as amended.

*Motion to approve: Trustee Thomas
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.*

3. Motion to accept the minutes for the October 12, 2022 Called meeting as amended.

Motion to approve: Trustee Thomas
Second to Motion: Trustee Conlin
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.

4. Motion to accept the minutes for the October 12, 2022 Closed Session as amended.

Motion to approve: Trustee Thomas
Second to Motion: Trustee Hawn
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.

B. President's Report

President Villafana provided a welcome to Mike Williams and thanked him for agreeing to serve.

C. Treasurer's Report

1. Motion to accept Claim Ordinance #583 in the amount of \$119,657.01.

Motion to approve: Trustee Conlin
Second to Motion: Trustee Hawn
Vote: [roll call vote]
Ayes: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana, Williams.
Nays: none
Absent: none
Result: Motion carried.

5. Director and Library Report

A. Library Report & Updates

Director Cox presented the library report for September 2022 and shared reminders regarding upcoming library closures and the December 3rd Open House/Holiday Fest. The Director also briefly reviewed the Library's efforts related to local history and the upcoming village centennial.

B. Strategic Plan – Quarterly Updates

The Board discussed the most recent data presented regarding the 2019-2024 Strategic Plan. Director Cox shared that in brief, the library was performing very strongly in the areas of registered users and program participation; that public visits to the library facility were down for the fiscal year (likely due to construction and closures); and that circulation of materials continues to lag behind pre-COVID levels. The Board briefly discussed ways to market that being a part of the SWAN consortium means patrons have access to materials from those other libraries.

6. Committees

A. Building Committee Report

1. Discussion- Remodel updates

Trustee Thomas provided a handful of recent updates in regards to the library facility including permanent doors and cabinets being delivered later in the week, the exterior lock at west entrance being changed to aid emergency response, and the results of a recent meeting with the Village of Berkeley's Building Department in regards to future remodel work.

B. Finance Committee Report

1. Motion to accept the minutes of the October 14, 2022 Finance Committee meeting.

Motion to approve: Trustee Conlin

Second to Motion: Trustee Hawn

Vote: [voice vote]

Ayes: all

Nays: none

Absent: none

Result: Motion carried.

2. Motion that the amount to be levied for library purposes for fiscal year 2024 increase 5% to \$458,612.

Trustee Conlin outlined the conversation of the Finance Committee related to the upcoming levy. The Board discussed taxing in Cook County and the Village of Berkeley as well as the types of levies and limits available to public libraries. The Board noted that increasing property taxes for residents are a continued concern and that they do not wish for support of the Library to become a burden. The Board also noted that operational costs including staffing continue to rise, that minimum wage thresholds rise, and that the Library's role to provide support to residents in times of economic uncertainty is vital.

Motion to approve: Trustee Conlin

Second to Motion: Trustee Villafana

Vote: [roll call vote]

Ayes: Trustees Conlin, DeFord, Hawn, Mason-Smith, Thomas, Villafana, Williams.

Nays: none

Absent: none

Result: Motion carried.

C. Policy Committee

Chairperson DeFord reminded the Board that with the recent resignation of Trustee Kovacik, the Policy Committee needed an additional member. The Board agreed that the Committee could either continue to work or pause until a permanent member was selected. Trustee Williams expressed an interest in learning more about Library policy and will speak to Trustee DeFord to learn more about the work of the committee.

D. Personnel Committee

(No report)

E. Technology Committee

(No report)

7. Unfinished Business

(No unfinished business)

8. New Business

No new business. The Board briefly discussed public engagement and the Friends group.

9. Adjourn to Closed Session

No Closed Session.

10. Adjournment

*Motion to adjourn: Trustee Villafana
Second to Motion: Trustee Conlin
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.*

The meeting was adjourned at 8:02pm.