

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

*The meeting was called to order at 6:29pm by Vice President Mason-Smith.
Present: Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas.
Absent: Trustee Villafana.
A quorum was present.*

2. Acknowledgment of Audience

Director Cox, Assistant Director La Barbera, and Jennifer Martinson were present.

3. Approval of Agenda – Motion to accept the agenda for Wednesday, August 24, 2022.

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

4. FY 2022 Audit Presentation - Jennifer Martinson, Lauterbach & Amen.

Ms. Martinson of Lauterbach & Amen presented the audit of finances for fiscal year 2022 to the Board. She issued their opinion that it was a "clean audit", without discrepancies, the highest rating that they confer upon their findings.

5. Board Officer Reports

A. Secretary's Report

1. *Motion to accept the minutes for the July 27, 2022 regular monthly meeting.*

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

2. *Motion to adjust date of November 2022 regular meeting.*

The Board briefly discussed the scheduled meeting date for the November monthly meeting on Thursday, November 17th. Trustee Conlin informed the Board that she would not be available at all that week as was scheduled to be out of town. Given that Wednesday is normally the weekday for monthly meetings, the Board determined that they would hold the November meeting on the evening of Wednesday the 16th at 6:30pm.

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

B. President's Report

No report.

C. Treasurer's Report

1. *Motion to accept Claim Ordinance #581 in the amount of \$46,442.05.*

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

2. *Motion to authorize opening of ACH checking account.*

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

Trustee Kovacik informed the Board that the two Capital Project CDs had matured on August 8, 2022 and that those funds had been rolled over into the library's existing Capital Project Money Market account. This transfer will appear on next month's financial statements and ORD 582 will be the last time the CDs appear on those statements.

Trustee Kovacik also informed the Board that she was in the process of relocating to a residence outside of the Village of Berkeley, and that it was anticipated that she would be resigning both as Treasurer and as a Trustee after the September monthly meeting. The Board discussed duties of the Treasurer and agreed that an appointment to that role is to appear on the agenda for the September 28th meeting. Trustees interested and available for that appointment are to be in contact with Trustee Kovacik and President Villafana prior to the September meeting to coordinate.

6. Director and Library Report

A. Library Report & Updates

In addendum to the presented report, Director Cox shared that the library will be hosting a Hispanic Heritage Day with a series of programs on Saturday, September 17th. Director Cox also shared that two staff members had recently resigned their positions (maintenance, circulation assistant) and that the library has posted openings as available.

The Board briefly discussed the format change to monthly statistics included in the presented report. It was generally agreed that the new format was an improvement though including data that compares the month to the same in the previous fiscal year would also be helpful for identifying longer trends.

7. Committees

A. Building Committee Report

1. Discussion- Remodel updates

The committee shared more recent updates to the remodel project, notably that the building closures planned (ComEd service interruption for panel repair, door/glass installation) had been adjusted and would not require interruptions to library service. ComEd and the electrician had set up an hour-long disconnect prior to the library opening on September 16th and the library will temporarily allow public access via the rear staff door on September 8th during the door/glass installation.

2. Discussion- Potential IGA/combined contract for landscape services.

Trustee Thomas shared a summary of a discussion recently held at a Village of Berkeley – Berkeley Park District ad-hoc meeting related to potentially combining landscaping service contracts for all three entities (Village, Parks, Library) in order to negotiate lower rates. The Board briefly discussed, and agreed to consider any future combined contract.

B. Finance Committee Report

1. Motion to accept the minutes of the July 27th, 2022 Finance Committee meeting.

Motion to approve: Trustee Kovacic

Second to Motion: Trustee Conlin

Vote: [voice vote]

Ayes: all

Nays: none

Absent: Trustee Villafana.

Result: Motion carried.

2. *Motion to accept the FY 2022 audit as presented.*

Motion to approve: Trustee Kovacik

Second to Motion: Trustee Thomas

Vote: [roll call vote]

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

Nays: none

Absent: Trustee Villafana.

Result: Motion carried.

C. Policy Committee

Chairperson DeFord shared that the committee had recently met to periodically review two policies which would appear on the September 28th meeting agenda for acceptance. The committee tentatively plans to meet one additional time in 2022.

D. Personnel Committee

No report.

E. Technology Committee

No report.

8. Unfinished Business

No unfinished business.

9. New Business

No new business.

10. Adjourn to Closed Session

No closed session.

11. Adjournment

The meeting was adjourned at 7:23pm.

Motion to approve: Trustee Conlin

Second to Motion: Trustee DeFord

Vote: [voice vote]

Ayes: all

Nays: none

Absent: Trustee Villafana.

Result: Motion carried.