Berkeley Public Library Board of Trustees
Regular Monthly Meeting Minutes

July 22, 2026 at 6:30pm

1. **Call to Order, Roll Call, and Declaration of Quorum**
   The meeting was called to order by President Marino at 6:32pm.

   Present: Trustees Conlin, Dooley, Hawn, Marino, Williams.
   Absent: Trustees Ditchfield and Mason-Smith.
   A quorum was present.

2. **Consent Agenda –** *Motion to accept the consent agenda as presented for Wednesday, July 22, 2026.*
   a. *Minutes for the June 24, 2026 regular meeting.*

   Motion: Trustee Dooley
   Second to motion: Trustee Hawn
   Vote (voice vote):
   Ayes: all
   Nays: none
   Absent: Trustees Ditchfield and Mason-Smith.
   *Result: **Motion carried**.*

3. **Acknowledgement of Audience and Public Participation**
   Village Trustee Thomas, Library Director Cox, and Library Assistant Director La Barbera were present.

4. **Board Officer Reports**
   a. **President's Report**

   President Marino congratulated the library on the celebration of 80th anniversary that was held on July 11th and thanked his fellow trustees for participating. Mr. Marino noted that public attendance was very good and that activities provided seemed popular.

   b. **Treasurer's Report**
      i. *Motion to accept Claim Ordinance #628 in the amount of $48,026.64.*

   Motion: Trustee Conlin
   Second to motion: Trustee Marino
   Vote (roll vote):
   Ayes: Trustees Conlin, Dooley, Hawn, Marino, Williams.
   Nays: none
   Absent: Trustees Ditchfield and Mason-Smith.
   *Result: **Motion carried**.*

   Treasurer Conlin also notified the board that 1) the rollover of the capital projects fund CD had been finalize, and 2) that the June bank statement contained a bank error with a check clearing in the amount of $103.28 instead of the issue amount of $115.28. Assistant Director La Barbera identified the discrepancy and notified Republic Bank.

5. **Library Director's Report**

   a. **Library Report and Updates**

The director reminded board members of incomplete annual discrimination training. The library is the 'sponsoring organization for the July 30th Electric Nights event at Berkeley Park, and the library will again be participating in the August 9th Family Fun Fest, also at Berkeley Park. The library has both window clings as well as a limited supply of yard signs that will be available for distribution at those events. The director echoed President Marino's comments earlier in the meeting regarding success of the 80th anniversary event and thanked library staff Zamaira Vega Tello, Isabel La Barbera, and Rachel Eichert for organizing the day's events. Director Cox updated the board on planning for the August 31-September 8 closure/reduction in service period to facilitate the infrastructure project. The library is tentatively planning on offering curbside/delivery service in the mornings and early evenings and utilizing afternoon hours for staff training and development.

   b. **Quarterly Strategic Planning Report**

The director presented the quarterly strategic planning report.

6. **Committee Reports**

   a. **Building Committee**

      i. *Motion to accept the letter of agreement from Williams Architects for the elevator modernization project.*

The director presented the letter of agreement from Williams Architects for approval. It was shared that planning for the project is being timed for acceptance of bids at the regular August 26th board meeting and that actual work will likely take place in early 2027.

Motion: Trustee Marino
Second to motion: Trustee Dooley
Vote (roll vote):
Ayes: Trustees Conlin, Dooley, Hawn, Marino, Williams.
Nays: none
Absent: Trustees Ditchfield and Mason-Smith.
Result: ***Motion carried****.*

   b. **Finance Committee**

(No report)

   c. **Policy Committee**

      i. *Motion to accept the Credit Card Policy as reviewed and initially accepted at the June 24, 2026 meeting.*

Motion: Trustee Marino
Second to motion: Trustee Conlin
Vote (roll vote):
Ayes: Trustees Conlin, Dooley, Hawn, Marino, Williams.
Nays: none
Absent: Trustees Ditchfield and Mason-Smith.
Result: ***Motion carried****.*

ii. *Motion to accept the revised Board Bylaws as reviewed and initially accepted at the June 24, 2026 meeting.*

Motion: Trustee Marino
Second to motion: Trustee Dooley
Vote (roll vote):
Ayes: Trustees Conlin, Dooley, Hawn, Marino, Williams.
Nays: none
Absent: Trustees Ditchfield and Mason-Smith.
*Result: **Motion carried**.*

d. Personnel Committee

Chairperson Conlin shared that the committee had reviewed and made updates to the 'Supplemental Personnel Information' document. The director will share an updated copy to all trustees following the meeting.

e. Technology Committee

The director shared that the library's fiber internet connection had recently been upgraded to 1gig utilizing the 90% e-rate discount for a contract period of 3 years.

7. Unfinished Business

a. *Authorization of advisory referendum about Village issuance of bonds for Library improvements.*

President Marino presented the revised draft of Resolution 2026-27-01 regarding the advisory referendum for the November 3, 2026 election. The resolution was read into the record by Secretary Dooley. The board held a brief discussion regarding the resolution and the director shared that the amount had been updated from $3,500,000 to $4,000,000 as the Village was unable to provide confirmation of the $500,000 contribution previously discussed.

Motion: Trustee Marino
Second to motion: Trustee Dooley
Vote (roll vote):
Ayes: Trustees Conlin, Dooley, Hawn, Marino, Williams.
Nays: none
Absent: Trustees Ditchfield and Mason-Smith.
*Result: **Motion carried**.*

8. New Business

(No new business)

9. Adjournment

Motion to adjourn: Trustee Conlin
Second to motion: Trustee Hawn
Vote (voice vote):
Ayes: all
Nays: none
Absent: Trustees Ditchfield and Mason-Smith.
*Result: **Motion carried**.*

The meeting was adjourned at 7:12pm.