

Berkeley Public Library Board of Trustees

Regular Monthly Meeting Agenda

March 25, 2026 at 6:30pm

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

The meeting was called to order at 6:31pm by President Hawn.

Present: Trustees Conlin, Ditchfield, Dooley, Hawn, Marino, Williams.

Absent: Trustee Mason-Smith

A quorum was present.

2. Approval of Agenda – Motion to accept the agenda for Wednesday, March 25, 2026.

Motion: Trustee Conlin

Second to motion: Trustee Marino

Vote (voice vote):

Ayes: all

Nays: none

Absent: Trustee Mason-Smith

*Result: **Motion carried.***

3. Board Officer Reports

a. Secretary's Report

- i. *Motion to accept the minutes for the February 25, 2026 regular meeting.*

Motion: Trustee Ditchfield

Second to motion: Trustee Marino

Vote (roll call vote):

Ayes: Trustees Conlin, Ditchfield, Dooley, Hawn, Marino, Williams.

Nays: none

Absent: Trustee Mason-Smith

*Result: **Motion carried.***

b. President's Report

No report.

c. Treasurer's Report

- i. *Motion to accept Claim Ordinance #624 in the amount of \$64,469.41.*

Motion: Trustee Conlin

Second to motion: Trustee Marino

Vote (roll call vote):

Ayes: Trustees Conlin, Ditchfield, Dooley, Hawn, Marino, Williams.

Nays: none

Absent: Trustee Mason-Smith

*Result: **Motion carried.***

4. Acknowledgement of Audience and Public Participation

Director Cox, Assistant Director La Barbera, and resident Lizzy Hawn were present. There were no questions.

5. Library Director's Report

a. Library Report and Updates

The director presented the library report for February and provided the additional updates: The Friends' Spring Sale is Saturday, April 18th from 11:00am to 3:30pm; Statements of Economic Interest are due April 30th and trustees should receive communication directly from Cook County with additional information; the fire alarm installation is now complete and passed inspections; library administration has received notice from Williams Architects that the new water service can come off of Maple Avenue, avoiding the added cost and delay of Taft Avenue and IDOT permitting; the Illinois State Library is offering a special library security grant due April 15th that the library intends to participate in.

The director shared that following the February 25th board meeting, he had met again with the Village Administrator. The library has been asked to present to the Village Board at the April 7th meeting. That presentation should briefly describe the overall remodel project and pose the following questions to that board: 1) is the village willing to bond on the library's behalf to finance the project; 2) is an advisory referendum necessary to facilitate that bonding; 3) does the village intend to contribute financially to the project and if so at what level. The board briefly discussed and asked the director to present on behalf of the library.

b. Strategic Plan Report

The director presented the quarterly strategic plan report.

c. 2026 Community Engagement

The director presented the Community Engagement report to the board. The board briefly discussed various concepts included, with Trustees Conlin and Hawn volunteering to assist with the creation and maintenance of the 'Little Free Library'. Trustee Dooley recommended working with the Park District to add a banner along Taft Avenue to promote the upcoming 'Art on the Path' program.

6. Committee Reports

a. Building Committee

No report.

b. Finance Committee

No report.

c. Policy Committee

No report. Chairperson Marino noted that the committee plans to meet soon to review several policies including the Personnel Policy and Employee Handbook.

d. Personnel Committee

No report. Trustee Conlin will send out access to the online survey in the coming days to start the director's annual evaluation.

e. Technology Committee

No report. The director shared that the migration of staff email hosting had been completed.

7. Unfinished Business

No unfinished business.

8. New Business

No new business.

9. Adjournment

Motion: Trustee Hawn

Second to motion: Trustee Marino

Vote (voice vote):

Ayes: all

Nays: none

Absent: Trustee Mason-Smith

*Result: **Motion carried. The meeting was adjourned at 7:11pm.***