

## MINUTES

CALL TO ORDER AND ROLL CALL – 6:32 p.m. by President Augle. Navik, Cooper, Miller, Gipson, Bunton, and Director Komala present. Navik left the meeting at 7:50 p.m.

INPUT FROM CITIZENS – None in attendance.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Attorney Memo: Selection of Library Materials and Eligibility for State Grants / ANNOUNCEMENT
- 2) Attorney Memo: B&A Ordinance Reminder / ANNOUNCEMENT
- 3) Shaw Media: Thin Mint Sprint / ANNOUNCEMENT

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
  - a. Treasurer's Report Including Transfer of Funds Totaling \$38,000 for July Bills and Two Upcoming Payrolls
  - b. Minutes from the May 16, 2023 Biennial Organizational Meeting; the May 16, 2023 Decennial Committee on Local Government Efficiency Meeting; and the May 16, 2023 Regular Board Meeting
- 2) Consent Agenda APPROVAL (voice vote) – Cooper moved to approve. Miller seconded. Roll call vote. All ayes.

SPECIAL REPORTS

- 1) Trustee Liaisons - Cooper praised Komala for being under budget for FY 2022-2023.
- 2) Library Director – Komala reported on her experience at Director's University.
- 3) Youth Services – Komala praised Fanslow, Youth Services Manager, and Sibenaller, Youth Services Assistant Librarian, for spearheading the National Library Pen Pal Project.
- 4) Adult Services – Augle praised Kaiser, Adult and Technical Services Manager, for including pictures in the Adult Services Report. Komala noted Running Club is looking for volunteers for the Thin Mint Sprint.
- 5) IT Services
- 6) Mobile App – Komala noted higher usage in June and back to normal usage in July.

UNFINISHED BUSINESS (all possible action items)

- 1) Board of Trustees Vacancy / ANNOUNCEMENT – Komala noted that if a vacancy is not filled in 90 days, the State Library runs an ad in the local newspaper's legal section. Miller suggested advertising the vacancy in our e-newsletters. Bunton will approach a neighbor to ask about interest in the open board seat.
- 2) Recommendations Following Semi-Annual Review of Closed Session Minutes / APPROVAL – Augle and Bunton reviewed the closed session minutes and recordings. Bunton noted three cassette tape verbatim recordings of executive sessions are of such poor quality that it did not allow them to create minutes; therefore, these recordings are not eligible for destruction. Bunton moved to approve closed session minutes from the meeting on 2/21/2023; maintain closed session minutes from meetings on 11/18/2014, 6/21/2016, 7/19/2016, and 6/21/2022; and open closed session minutes from meetings on 6/17/2014 (FY 2013/2014), 6/17/2014 (FY 2014/2015), 2/19/2019, and 10/15/2019. Gipson seconded. All in favor.

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, August 15, 2023 at 6:30 p.m. at the Library, 407 Lincoln Avenue, Fox River Grove

NEW BUSINESS (all possible action items)

- 1) Tentative Budget & Appropriation Ordinance / APPROVAL – Komala reviewed the tentative B&A, FY 2023-2024 budget, reserves summary, and transfer of funds from the general fund to the special reserve fund. Komala will update the final B&A and Certificate of Estimated Revenues to reflect a lower amount of anticipated Personal Property Replacement Taxes. Miller moved to approve the tentative B&A. Cooper seconded. Roll call vote. All ayes.
- 2) DRAFT of FOIA Information for 2023-2024 / DISCUSSION – Komala updated the FOIA information for the year. Final FOIA Information will be on the September consent agenda.
- 3) Jensen's Scope of Work for A/C Repairs / APPROVAL – Komala explained the latest AC repairs completed and presented the board with a proposed contract for further work needed. Cooper moved to approve. Gipson seconded. Roll call vote. All ayes. Navik absent.
- 4) Strategic Plan 2022-2026 Update / DISCUSSION – Komala highlighted the last year's progress made toward achieving goals of the 2022-2026 Strategic Plan, as well as plans to further achieve goals during the upcoming year.
- 5) IPLAR 2022-2023 Wrap-Up and Certification / APPROVAL – Komala provided board members with a copy of the draft IPLAR. Cooper moved to approve the certification of the 2022-2023 IPLAR. Bunton seconded. All in favor. Navik absent.
- 6) Tuition Reimbursement Policy Obligations / APPROVAL – Komala sought guidance from the Board on how to enforce the tuition reimbursement policy in the event an employee leaves before one year of employment after receiving tuition reimbursement funds. Komala and Policy Liaison Gipson will review and revise the policy for next month's regular meeting. Bunton moved to waive Wagner's repayment of tuition reimbursement. Cooper seconded. All in favor. Navik absent.

TRUSTEE COMMENTS – Miller noted the next regular meeting board meeting will be Tuesday, September 19, 2023 at 6:30 p.m. The B&A hearing will be held at the beginning of the September meeting. The B&A Ordinance and Transfer of Funds Ordinance will be on the agenda. Miller praised Komala for her work on the budget.

ADJOURNMENT – Bunton moved to adjourn the meeting at 8:32 p.m. Cooper seconded. All in favor. Navik absent.

The next regular board meeting is Tuesday, September 19, 2023 at 6:30 p.m.

Respectfully submitted,

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Melanie Aogle, President

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Stephen Miller, Secretary