

## MINUTES

CALL TO ORDER AND ROLL CALL – 6:31 p.m. by Vice President Bunton. Navik, Miller, Gipson, Cooper, and Director Komala present. Augle absent.

INPUT FROM CITIZENS – Paige Green was in attendance, no public comment.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Attorney Memo re: Levy Ordinance Reminder
- 2) 2023 ILA Library Legislative Meetups – Trustees interested in attending should contact Komala before the 11/24/2023 registration deadline.

## CONSENT AGENDA

- 1) Items to be included in Consent Agenda
  - a. Treasurer's Report Including Transfer of Funds Totaling \$84,000 for October Bills, Anticipated November Bills, and Four Upcoming Payrolls
  - b. Minutes from the September 19, 2023 Regular Board Meeting
- 2) Consent Agenda Approval (voice vote) – Cooper moved to approve. Gipson seconded. Roll call vote. All ayes. Augle absent.

## SPECIAL REPORTS

- 1) Trustee Liaisons
- 2) Library Director – Komala explained a recent patron injury incident. She contacted the Library's general liability insurance carrier to let them know of a potential claim.
- 3) Youth Services – Komala noted that the annual diversity audit update was also included. Bunton praised the YS department for accommodating an overflow of walk-ins for Halloween Bingo.
- 4) Adult Services – Komala noted the large turnout for the AS paranormal program.
- 5) Mobile App

## NEW BUSINESS (all possible action items)

- 1) Ordinance 2023-02 Levy / APPROVAL – Gipson moved to approve. Miller seconded. Roll call vote. All ayes. Augle absent.
- 2) Employee Handbook / APPROVAL – Gipson moved to approve. Cooper seconded. Roll call vote. All ayes. Augle absent.
- 3) Serving Our Public 4.0 + Per Capita Grant: 2022 Expenditure Report & 2024 Application – Komala reviewed the 2022 Grant Expenditure Report and 2024 Grant Application.
- 4) Designate Trustees for Semi-Annual Review of Closed Session Minutes – Gipson and Navik volunteered to review the closed session minutes.

## UNFINISHED BUSINESS (all possible action items)

- 1) Decennial Committee on Local Government Efficiency – Komala noted that any edits, comments, and questions about the draft report are due by January 1, 2024. The Board agreed to move the start time of the meeting to 6:15 p.m. on Tuesday, January 16, 2024.
- 2) Board of Trustees Vacancy – Candidate Interview – Miller lead the interview of Green. The board will interview a second candidate at the regular January board meeting. A decision regarding appointing a trustee to the board vacancy will be made by January 23, 2024.

TRUSTEE COMMENTS: Miller thanked Komala for spoiling the Board with her excellent work, particularly on the exceptional new Employee Handbook. He asked if an adapter was found to connect the antenna to the outdoor message board. Komala assured him the Library and Stratus Comm are working on getting the digital sign updated. Bunton wants to get board members and Friends of the Library to write notes of appreciation to staff during the Library Lovers Expedition months, as staff are often overloaded with the increased traffic. Board members supported this idea. Bunton will approach the Friends of the Library for

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, November 14, 2023 at 6:30 p.m. at the Library, 407 Lincoln Avenue, Fox River Grove

their support. Miller inquired about plans for upcoming staff appreciation events. Komala noted that the staff will be treated to a pre-Thanksgiving luncheon this week and that the Library will provide extra snacks and drinks for the staff for Thanksgiving week. Komala and the managers have begun initial planning for the January staff appreciation dinner. Komala mentioned that a “swag store” is being set up for staff and board members to purchase merchandise with the Library’s logo on it. She hopes to have orders filled and ready for Library Lovers Expedition. Cooper was impressed with Fanslow’s recent participation at the ILA conference. Miller noted there is no regular December board meeting. The next regular board meeting is scheduled for Tuesday, January 16, 2023 at 6:30 p.m. It will include two months of finances and reports. The January regular meeting will be immediately preceded by the Decennial Committee on Local Government Efficiency meeting at 6:15 p.m.

ADJOURNMENT - Cooper moved to adjourn the meeting at 7:38 p.m. Miller seconded. All in favor. Augle absent.

The next regular board meeting is scheduled for Tuesday, January 16, 2023 at 6:30 p.m.

Respectfully submitted,

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Melanie Augle, President

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Stephen Miller, President