

MINUTES

CALL TO ORDER AND ROLL CALL – 6:32 p.m. by President Augle. Cooper, Navik, Miller, Gipson, Bunton, and Director Komala present. Also present was appointee Green.

OATH OF OFFICE – Paige Green accepted the trustee appointment and read the oath of office.

INPUT FROM CITIZENS – Kelly Johnson, Youth Services Manager, was present.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) IDOR Memo: 2024 CPI
- 2) ILSOS Memo: Public Act 103-0100 – Komala will look into how to provide the Illinois State Library with any final decision for the reconsideration of library materials during the term of the grant award, as stated in the letter.
- 3) Attorney Memo: Reports to IDES – Komala noted this also applies to self-employed programmers the library hires.
- 4) RAILS Memo: Reports to IDES

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
 - a. Treasurer's Report Including Transfer of Funds Totaling \$48,000 for January Bills and Two Upcoming Payrolls
 - b. Minutes from the November 14, 2023 Regular Board Meeting
- 2) Consent Agenda Approval (voice vote) – Cooper moved to approve. Bunton seconded. Roll call vote. All ayes with Green abstained.

SPECIAL REPORTS

- 1) Trustee Liaisons – Bunton, as personnel liaison, noted Nina Tackett in youth services has turned in her resignation with February 24, 2024 as her last day. Her position has been filled. The adult services clerk position is still open. Komala will post the job opening on RAILS, at the library, and on the library's website.
- 2) Library Director – Komala noted that checkouts were up in January. Puzzle exchanges were up as well, coinciding with the December/January puzzle challenge. The puzzle challenge winner was very excited to win and came in person to collect her prize.
- 3) Youth Services – Trustees liked the report's new layout and the "Kelly's Corner" addition.
- 4) Adult Services – Miller was impressed with the challenging word search offered in January. Adult services staff were surprised with completed puzzles mailed in from out of state (Bunton sent word searches to out of state family). Augle gave kudos for the February adult take and make love bug craft.
- 5) Mobile App
- 6) IT Services

UNFINISHED BUSINESS (all possible action items)

- 1) 2024 Statements of Economic Interests - Komala noted the May 1, 2024 deadline for submitting their forms. Komala mentioned there is a fine for late filing. Komala will submit Green's name to McHenry County Clerk for her form to be sent to her.
- 2) Library Lovers Expedition Staff Appreciation – Bunton thanked the trustees for filling out thank you notes for library staff. Bunton will make lip balms to go with the cards. She will bring cards and gifts to Komala to distribute to staff.

NEW BUSINESS (all possible action items)

- 1) Liaison Assignments – Komala asked trustees if they wanted to switch their liaison roles before Green chose one. All happy with their current roles. Green opted for the public services liaison.
- 2) Parking Lot Sealcoating Agreement - RG Asphalt & Concrete – Bunton moved to approve the RG Asphalt & Concrete sealcoating and crack fill bid. Miller seconded. Roll call vote. All ayes.

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES

Tuesday, February 20, 2024, at 6:30 p.m. at the Library, 407 Lincoln Avenue, Fox River Grove

- 3) Electricity Supply Contract Renewal - IGS – Komala presented the electricity supply contract renewal. Miller would like to see a safeguard in place so that the library would be protected if rates were to increase exorbitantly. Trustees asked Komala to reach out to the representative for more information.
- 4) HVAC Maintenance Contract Renewal - Jensen's – Komala noted the maintenance contract price did not increase from last year. Bunton moved to approve. Miller seconded. Roll call vote. All ayes.
- 5) Resolution to Designate Elaina Komala as Benevity Cause Administrator – Komala explained that being approved through Benevity Causes would allow the library to receive donations from this organization. Gipson moved to approve the resolution. Bunton seconded. All in favor.
- 6) Plan for March Budget Review – Trustees opted to review the 2024-2025 budget during the March 19, 2024 regular board meeting rather than have a separate Committee of the Whole meeting in advance.
- 7) Annual Review of Library Director

EXECUTIVE SESSION: Bunton motioned at 7:31 p.m. to adjourn to Executive Session pursuant to Illinois Compiled Statutes, Chapter 5, Act 120/2 2(c)(3). Gipson seconded. All in favor. Topic of discussion was the performance evaluation of Library Director Komala.

RETURN TO OPEN SESSION AND ROLL CALL – 8:45 p.m. by President Augle. Cooper, Miller, Gipson, Bunton, Green, and Director Komala present. Navik absent (left after executive session closed).

ACTION AS A RESULT OF EXECUTIVE SESSION – Bunton moved to increase Komala's salary by 18.1% to \$67,600 for the following fiscal year, effective July 1, 2024. Gipson seconded. Roll call vote. All ayes. Navik absent.

TRUSTEE COMMENTS: Secretary Miller announced the next regular board meeting is Tuesday, March 19, 2024 at 6:30 p.m. Miller thanked Komala for the statistics and data provided at the meeting. Navik had emailed Komala her resignation from the board, stating that tonight would be her last meeting, and notified the board in person upon arrival for the meeting. Miller thanked Navik for her time served as library trustee and welcomed Green. Bunton discussed the open trustee position. Augle will reach out to Karla Christianson to see if she's still interested in joining the board and invite her to the March 19, 2024 meeting. Appointment to the board will be on the March 19, 2024 meeting agenda.

ADJOURNMENT – Cooper moved to adjourn the meeting at 8:51 p.m. Bunton seconded. All in favor. All ayes. Navik absent.

The next regular board meeting is scheduled for Tuesday, March 19, 2024 at 6:30 p.m.

Respectfully submitted,

Melanie Augle, President

Stephen Miller, Secretary