

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES
Tuesday, October 18, 2022 at 6:30 p.m.

MINUTES

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

INPUT FROM CITIZENS – Bridgett Kaiser, Adult and Technical Services manager, was present. Friends of the Library October 2022 meeting minutes were reviewed. They will be hosting pumpkin bowling at Fall Fun on October 22, 2022. The scavenger hunt was postponed again until Summer 2023. A trivia night is planned for Spring 2023. They will also organize a Book Sale in Spring 2023.

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
 - a. Treasurer's Report Including Transfer of Funds Totaling \$42,000 for September Bills and Two Upcoming Payrolls
 - b. Minutes from the August 16, 2022 Regular Board Meeting
- 2) Consent Agenda Approval (voice vote) – Cooper moved to approve. Spiek seconded. Roll call vote. All ayes.

SPECIAL REPORTS

- 1) Trustee Liaisons – Liaison reports were included in the board packet. Komala still waiting for the invoice for the outside door repair, which included replacing the wireless receiver, wireless transmitters, and both push buttons.
- 2) Library Director – Komala is working with an Amazon Business local government account representative to set the Library up for Amazon Pay by Invoice with NET 45 terms. This will free up the credit card limit for other payments.
- 3) Youth Services – Youth Services Manager Fanslow included the Youth Services Diversity Audit Update 2022.
- 4) Adult Services
- 5) IT Services
- 6) Mobile App

UNFINISHED BUSINESS (all possible action items)

- 1) COVID-19

CORRESPONDENCE AND LIBRARY NEWS

- 1) Village of Fox River Grove: Notice of Closure – Route 14/22 Tax Increment Financing District

NEW BUSINESS (all possible action items)

- 1) Draft Levy Ordinance 2022-11-1 – Komala explained in detail the levy process and her recommendation for the levy ordinance. Per Spiek's suggestion, Komala will compile statistics for the Truth in Taxation hearing.
- 2) Resolution 2022-10-1 to Determine Estimate of Funds Needed for 2022-2023 Fiscal Year – Bunton moved to approve. Spiek seconded. Roll call vote. All ayes.
- 3) Resolution 2022-10-2 Amendment to Ordinance 2022-6-2 Holiday Closings Dates – Staff training days in January 2023 and April 2023 were changed to avoid conflicts with School District 3 non-attendance days. Cooper moved to approve. Augle seconded. Roll call vote. All ayes.
- 4) Authority to Spend Policy – Policy was updated to reflect new Corporate Credit Card Policy. Bunton moved to approve. Cooper seconded. All in favor.
- 5) Corporate Credit Card Policy – Komala wrote the new Corporate Credit Card Policy. Bunton moved to approve. Cooper seconded. All in favor.

TRUSTEE COMMENTS – Navik checked on the status of reviewing the Progressive Discipline policy. Komala noted it is on the list to review. Navik would like to see a comparison of our Progressive Discipline policy to other local libraries' and possibly have it reviewed by an attorney. Spiek noted the next regular board meeting is scheduled for Tuesday, November 15, 2022. At the November meeting, the Truth in Taxation hearing will be held, a vote on the Levy Ordinance, and Wold Architects will present their findings from the Capital Needs Study. Augle noted she will not be able to attend the November meeting.

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ADJOURNMENT – Bunton moved to adjourn the meeting at 7:30 p.m. Miller seconded. All in favor.

The next regular board meeting is scheduled for Tuesday, November 15, 2022 at 6:30 p.m.

Respectfully submitted,

Jennifer Gipson, President

Christopher Spiek, Secretary