

Hinsdale Public Library
Regular Board Meeting MINUTES
Community Meeting Room
Tuesday, November 28, 2023, 7:00 p.m.

Call to order

President John Bloomfield called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:02 p.m. on October 24, 2023.

Present: John Bloomfield, President; Magda Sokolowski, Vice President; Lucy Zhou, Secretary; Megan Mikhail, Treasurer; Chun Ye, Trustee; Dick Munson, Trustee; Kim Kiyosaki, Trustee

Also Present: Karen Kleckner Keefe, Executive Director

Consent Agenda

- A. Approval of the 10/24/23/23 Library Board Meeting Minutes
- B. Treasurer's Report
- C. Accounts Payable

Mikhail pointed out a typo in section of the minutes regarding changing meeting dates and the need to include a transition after her Trustee comment about programming.

Trustees commented that the warrant needed to be updated for the next packet, as well.

MOTION: MOTION TO APPROVE THE CONSENT AGENDA AS AMENDED

FIRST: MUNSON

SECOND: YE

UNANIMOUS APPROVAL

Executive Director's Report

Keefe reviewed the information that was presented at the staff training on November 10. She and the Board discussed progress on specific strategic plan tactics, including wait time for physical holds.

President's Report

Bloomfield reviewed the annual Intergovernmental Meeting he and Keefe had with the Village Manager and assistant Manager. He confirmed that the agreement about the initial payment for the new Plaza will be a new IGA between the new agencies. Issues regarding maintenance will be added to the existing IGA regarding use of the building.

Other Reports

- A. Facilities
- B. Finance & Personnel
- C. Library Policies
- D. Art Commission
- E. Friends

Keefe reported that the Art Commission met in November. They were pleased with the Pantuso exhibit and reception. They have exhibits planned through the summer of 2024.

Kiyosaki told the Board that the Friends have a new Board member and will be sending out their annual appeal letter.

Unfinished Business

None

New Business

A. Deposit and Investment of Funds

Keefe reviewed the discussions that she has had with the Office Manager, Village Finance Manager, and staff from Hinsdale Bank and Trust, as well as previous discussions the Board has had, and recommend that the Library move their Harris Bank account to Hinsdale Bank and Trust.

MOTION: MOTION TO DESIGNATE HINSDALE BANK AND TRUST AS THE PUBLIC DEPOSITORY FOR LIBRARY FUNDS

FIRST: MIKHAIL

SECOND: DICK MUNSON

UNANIMOUS APPROVAL ON A ROLL CALL VOTE: MUNSON, MIKHAIL, KIYOSAKI, ZHOU, YE, SOKOLOWSKI, BLOOMFIELD.

B. FY24 Budget Approval

Keefe reviewed the changes to the proposed budget since the last review, including a \$450,000 transfer to the Capital Fund.

MOTION: MOTION TO APPROVE THE PROPOSED 2024 OPERATING AND CAPITAL BUDGETS.

FIRST: MIKHAIL

SECOND: KIYOSAKI

UNANIMOUS APPROVAL IN A ROLL CALL VOTE: MUNSON, MIKHAIL, KIYOSAKI, ZHOU, YE, SOKOLOWSKI, BLOOMFIELD.

C. FY24 Tax Levy Approval

Keefe reviewed the process by which the Board arrived at the amount for the FY24 levy request.

MOTION: MOTION TO APPROVE THE TAX LEVY RESOLUTION FOR FISCAL YEAR 2024 IN THE AMOUNT OF \$3,673,556

FIRST: MIKHAIL

SECOND: KIYOSAKI

UNANIMOUS APPROVAL IN A ROLL CALL VOTE: MUNSON, MIKHAIL, KIYOSAKI, ZHOU, YE, SOKOLOWSKI, BLOOMFIELD.

D. Personnel Policy Review: Section 600

Keefe reviewed the recommended changes to the benefits section of the policy. She will follow up with the Board regarding reimbursements for use of personal technology.

She explained that a new law requiring paid leave for all workers will go into effect in 2024 and asked that the Board approve the recommended changes to Section 604, while the rest of the document remains under review.

MOTION: MOTION TO APPROVE SECTION 604 OF THE REVISED PERSONNEL POLICY, EFFECTIVE JANUARY 1, 2024

FIRST: MUNSON
SECOND: YE
UNANIMOUS APPROVAL

Trustee Comments

Mikhail shared the Hinsdale Magazine article on the La Fortuna book launch and complimented the Library on the partnership.

Sokolowski asked how to share program ideas. Bloomfield recommended that any Board suggestions or feedback about operations go directly to Executive Director Keefe.

The Space Audit Committee will meet virtually with the architects on December 6, 2023.

The Library's Office Manager will send an updated warrant approval schedule and Board meeting schedule to the trustees.

Adjournment

MOTION: MOTION TO ADJOURN AT 7:41PM
FIRST: MUNSON
SECOND: YE
UNANIMOUS APPROVAL