

**Hinsdale Public Library**  
HPL Board of Trustees Meeting MINUTES  
Main Floor, Board Room  
Tuesday, February 20, 2024, 6pm

**Opening of Meeting**

**I**      Call to order

President Bloomfield called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 6:05 pm on February 20, 2024.

**Present:**                      John Bloomfield, President; Magda Sokolowski, Vice President; Megan Mikhail, Treasurer; Ying 'Lucy' Zhou, Secretary; Chun Ye, Trustee

**Also Present:**              Karen Kleckner Keefe, Executive Director; Katherine Wesel, Office Manager

**Remote(non-voting):** Dick Munson, Trustee

**Absent:**                         Kim Kiyosaki, Trustee

**II**      Citizens' Comments

None

**III**     Consent Agenda

A. Approval of the 1.23.24 Library Board Meeting Minutes

B. Treasurer's Report

C. Accounts Payable

**MOTION: MOTION TO APPROVE 1.23.24 LIBRARY BOARD MEETING MINUTES, TREASURER'S REPORT, ACCOUNTS PAYABLE.**

**FIRST: YE**

**SECOND: SOKOLOWSKI**

**UNANIMOUS APPROVAL**

**IV**     Executive Director's Report

Keefe gave a status update on the Space Audit.

The Lunar New Year festivities were a success with ~150 attendees.

HPL participated in a CISA Meeting about security from the Department of Homeland security, and conducted a readiness assessment of the Library and discussed what the Library is doing to prepare for cyber-attacks.

**V**      President's Report

Bloomfield was pleased with the community response to the Lunar New Year celebration.

He also extended kudos to the HPL staff for their continued energetic engagement on the Space Audit project.

**VI**     Committee Reports

A. Art Commission

HCS will be doing an exhibit in March/April, followed by a Maureen Claffey Heartwork participant exhibit.

B. Ad Hoc Committees

Space Audit: Bloomfield said that the plan with the new entrance (Option B) is not the best fit. The committee wants to go with Option A to suit the needs of the Library. He reviewed the major changes on each floor. Discussed phasing and presenting phases to the public – HPL is waiting for HGA for the best approach and timeframe.

C. Friends

None

**VII**     Unfinished Business

A. Personnel Policy: Section 800

Keefe highlighted changes made after COTW meeting and reviewed a draft of the PPL draft form.

**MOTION: MOTION TO APPROVE SECTION 800 OF THE PERSONNEL POLICY.**

**FIRST: MIKHAIL**

**SECOND: ZHOU**

**UNANIMOUS APPROVAL**

**VIII**     New Business

A. Appropriation Resolution

Wessel read the resolution aloud and the board all approved

**MOTION: TO ACCEPT THE APPROPRIATION BUDGET AND RESOLUTION FOR \$5,348,579**

**FIRST: SOKOLOWSKI**

**SECOND: ZHOU**

**AYES: BLOOMFIELD, SOKOLOWSKI, MIKHAIL, ZHOU, YE**

**NAYS: NONE**

**ABSENT: MUNSON, KIYOSAKI**

B. IPLAR Approval

Keefe did a brief review of the report as far as it is completed.

**MOTION: TO ACCEPT THE IPLAR REPORT UPON AMENDMENT AND COMPLETION/STAFF REVIEW**

**FIRST: MIKHAIL**

**SECOND: ZHOU**

**UNANIMOUS APPROVAL**

C. 2023 Capital Transfer

Keefe reviewed the sliding scale that was built to give us an idea of where we want our capital reserve.

- D. Non-Resident Library Card Resolution  
Keefe reviewed the mathematical formula for figuring the rate for non-resident library cards.

**MOTION: TO ACCEPT THE NON-RESIDENT LIBRARY CARD RESOLUTION**

**FIRST: SOKOLOWSKI**

**SECOND: ZHOU**

**AYES: BLOOMFIELD, SOKOLOWSKI, MIKHAIL, ZHOU, YE**

**NAYS: NONE**

**ABSENT: MUNSON, KIYOSAKI**

- E. Personnel Policy: Section 900  
A brief overview of previously discussed changes was provided

**MOTION: ADOPT PERSONNEL POLICY, SECTION 900.**

**FIRST: MIKHAIL**

**SECOND: YE**

**ALL AGREED**

- F. 2024 Strategic Plan Tactics  
Keefe Covered the changes and additions made to the 2024 tactics. Typos will be corrected.

**MOTION: APPROVE 2024 STRATEGIC PLAN TACTICS UPON AMENDMENT**

**FIRST: MIKHAIL**

**SECOND: SOKOLOWSKI**

**ALL AGREED**

**IX**     Citizens' Comments  
None

**X**     Trustee Comments  
The group discussed holds and problems encountered with digital and hard copies of books. Further discussion is needed with the staff.

Mikhail enjoyed the art show and was excited to see her daughter engage because she went to a children's program at the same time. The synergy was great.

**XI**     Schedule of Upcoming Meeting/Events

Committee of the Whole Meeting	Mar 12	11:00 am
Library Board Meeting	Mar 19	7:00 pm

**XII**    Adjournment

**MOTION: MOTION TO ADJOURN THE HPL BOARD OF TRUSTEES MEETING AT 7:23PM**

**FIRST: YE**

**SECOND: SOKOLOWSKI**

**UNANIMOUS APPROVAL**