

Hinsdale Public Library

Regular Board Meeting MINUTES
Tuesday, August 27, 2024, 7:00 p.m.
Community Meeting Room

I Call to order

President Bloomfield called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:01 pm on August 27, 2024.

Present: John Bloomfield, President; Magda Sokolowski, Vice President; Megan Mikhail, Treasurer; Ying 'Lucy' Zhou, Secretary; Kim Kiyosaki, Trustee

Also Present: Karen Kleckner Keefe, Executive Director

II Citizens' Comments

None

III Consent Agenda

A. Approval of the 6/20/24 Library Board Meeting Minutes

B. Treasurer's Report

C. Accounts Payable

MOTION: MOTION TO APPROVE 6/20/24 LIBRARY BOARD MEETING MINUTES, TREASURER'S REPORT, ACCOUNTS PAYABLE.

FIRST: SOKOLOWSKI

SECOND: ZHOU

UNANIMOUS APPROVAL

IV Executive Director's Report

Keefe updated the Board on plans for the September 15 "Mid-Autumn Festival" program and the 10th anniversary of the Library's popular "Trivia Night" After Dark event.

Keefe also updated the Board on staffing changes in the Youth and Young Adult Services Department.

V President's Report

Bloomfield congratulated the staff on progress towards the Library's Strategic Plan goals and robust program attendance.

Bloomfield reminded trustees of the filing deadlines for the April consolidated election.

VI Facilities

A. Water Heater Replacement Proposal

Discussion of the water heater replacement was tabled until the staff can collect more information on the viability of a tankless solution.

B. HGA Preliminary Design Proposal

Keefe reviewed the scope of the proposal. Sokowloski asked for confirmation that, if desired, the Library could engage a different architect to provide schematics and construction documents for project implementation.

MOTION: MOTION TO ACCEPT THE PROPOSAL FROM HGA PENDING CONFIRMATION BY THE EXECUTIVE DIRECTOR THAT WORK PRODUCT IS THE PROPERTY OF THE LIBRARY.

FIRST: MIKHAIL

SECOND: KIYOSAKI

UNANIMOUS APPROVAL

VII Finance & Personnel

A. 2025 Budget Overview

Keefe explained that no changes had been made to the draft budget since it was presented at the Committee of the Whole meeting. Keefe and Treasurer Mikhail will meet to review budget updates and the 2025 levy prior to the next Board meeting.

VIII Policy

A. Programming and Outreach Policy

Keefe reviewed that the major change to this policy was the addition of guidelines for providing community outreach.

MOTION: MOTION TO ADOPT THE PROGRAMMING AND OUTREACH POLICY

FIRST: MIKHAIL

SECOND: KIYOSAKI

UNANIMOUS APPROVAL

IX Unfinished Business

None

X New Business

None

XI Citizens' Comments

None

XII Trustee Comments

Bloomfield asked if anyone objected to removing the program calendar listings from the publicity section of the packet, reminding the Board that more robust program information is included elsewhere. As there no objections, Keefe will instruct staff to stop including this information.

Bloomfield also praised the high summer reading program participants and the staff innovation in changing an e-newsletter title to increase open rates.

XIII Adjournment

MOTION: MOTION TO ADJOURN THE HPL BOARD OF TRUSTEES MEETING AT 8:15 PM.

FIRST: SOKOLOWSKI

SECOND: ZHOU

UNANIMOUS APPROVAL