

Hinsdale Public Library
Committee of the Whole Board Meeting MINUTES

Board Room
Tuesday, September 17, 2024, 11:00am

I Call to order

President Bloomfield called the meeting of the Library Board of Trustees Committee of the Whole to order at 11:01 am on September 17, 2024.

Present: John Bloomfield, President; Magda Sokolowski, Vice President; Ying 'Lucy' Zhou, Secretary; Chun Ye, Trustee; Dick Munson, Trustee

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

Absent: Kim Kiyosaki, Trustee; Megan Mikhail, Treasurer

II Citizens' Comments

None.

III Minutes

A. Approve August 20, 2024, COTW Minutes

No changes.

MOTION: MOTION TO APPROVE THE AUGUST 20, 2024, COTW MINUTES.

FIRST: MUNSON

SECOND: YE

UNANIMOUS APPROVAL

IV Facilities

A. Building Update

The Building Update will be covered in the next three sections.

B. Retaining Wall Maintenance

Keefe updated the Board on the erosion issues impacting the retaining walls on the north, west, and south sides of the library building. A preliminary estimate for repairs was between \$50,000-75,000. Keefe is discussing options for managing and paying for repairs with the Village Manager.

C. Space Plan Update

The contract with HGA will be signed pending two small revisions. The Space Plan Committee will have three remote meetings with HGA.

D. Water Heater Update

Keefe is confirming that the plumber's proposal includes any additional venting or electrical work that may be required.

V Finance & Personnel

A. 2025 Operating and Capital Budget

There were no significant changes to the draft budget that was reviewed in August. \$2,000 was added to the Special Events budget line. Programming budgets were also increased for adult and youth programs.

B. 2025 Levy Request

The levy request will be presented at the Board meeting.

VI Policy

A. Display Policy

This policy now includes guidelines for displays created by HPL staff. Minor adjustments have been made to wording.

MOTION: MOTION TO RECOMMEND TO THE FULL BOARD TO ACCEPT THE REVISED DISPLAY POLICY WITH DISCUSSED CHANGES.

FIRST: YE

SECOND: SOKOLOWSKI

UNANIMOUS APPROVAL

B. Room Use Policy

References to specific rooms were removed. Minor adjustments have been made to wording.

MOTION: MOTION TO RECOMMEND TO THE FULL BOARD TO ACCEPT THE REVISED ROOM USE POLICY WITH DISCUSSED CHANGES.

FIRST: ZHOU

SECOND: YE

UNANIMOUS APPROVAL

C. Social Media Policy

Minor adjustments have been made to wording.

MOTION: MOTION TO RECOMMEND TO THE FULL BOARD TO ACCEPT THE REVISED SOCIAL MEDIA POLICY WITH DISCUSSED CHANGES.

FIRST: YE

SECOND: SOKOLOWSKI

UNANIMOUS APPROVAL

D. Computer and Internet Use Policy

Minor adjustments have been made to wording.

MOTION: MOTION TO RECOMMEND TO THE FULL BOARD TO ACCEPT THE REVISED COMPUTER AND INTERNET USE POLICY WITH DISCUSSED CHANGES.

FIRST: SOKOLOWSKI

SECOND: YE

UNANIMOUS APPROVAL

VII Other Business

The Board discussed their interest in having more engagement with HPL's Junior Advisory Board.

The Board also discussed potential English Literacy programs at the Library.

Sokolowski shared images of Quiet Pods/Rooms and positive media coverage the Library has received.

To accommodate some trustee scheduling conflicts, Keefe will send out an email to identify a new date/time for Committee of the Whole meetings.

VIII Citizens' Comments

None.

IX Trustee Comments

None.

XI Adjournment

MOTION: MOTION TO ADJOURN THE COTW MEETING AT 12:03 PM

FIRST: MUNSON

SECOND: YE

UNANIMOUS APPROVAL