

Hinsdale Public Library
Committee of the Whole Board Meeting MINUTES

Main Level - Board Room
October 16, 2024, 12:00 pm

I Call to order

Vice President Sokolowski called the meeting of the Library Board of Trustees Committee of the Whole to order at 12:01 pm on October 16, 2024.

Present: Magda Sokolowski, Vice President; Ying ‘Lucy’ Zhou, Secretary; Chun Ye, Trustee; Dick Munson, Trustee; Kim Kiyosaki, Trustee

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

Remote: Megan Mikhail, Treasurer (participating as allowed by 5 ILCS 120/)

Absent: John Bloomfield, President

II Citizens’ Comments

None.

III Minutes

- A. Approve September 17, 2024, COTW Minutes
 Adjust ‘space pan’ to ‘space plan’.

MOTION: MOTION TO APPROVE THE SEPTEMBER 17, 2024, COTW MINUTES.

FIRST: MUNSON

SECOND: YE

UNANIMOUS APPROVAL

IV Facilities

A. Space Plan Update

The HPL Space Plan Committee will be meeting with HGA again on November 6, 2024. HGA has focused on developing a shorter priority list set by the committee.

The Board discussed potential uses for new flex space in the lower and main levels.

HGA is also doing an assessment for The Village of Hinsdale.

B. Village Plaza Update

The furniture has been delivered and set up on the plaza. The Village is tentatively hosting a joint ribbon cutting on November 18, 2024, for the Village and the Library. Date to be confirmed by Keefe.

C. Retaining Wall Update

The Village has received a proposal from APEX landscapers. Keefe to speak with Shales McNutt, a landscape architecture firm, to assess estimates. Keefe and the Village Manager continue to discuss timeline and funding options.

V Finance & Personnel

Keefe is investigating bringing the 2025 Appropriation Budget to the November 2024 Board Meeting.

VI Policy

A. Behavior Policy

No changes made outside of the red-lined version of the policy.

Mikhail suggested adding 'to be paged' when discussing the need for adult caretakers in the Library building. Keefe to update.

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

FIRST: KIYOSAKI

SECOND: YE

UNANIMOUS APPROVAL

B. Circulation Policy

Policy edits added details about temporary cards and renewals with confirmation of patrons' addresses annually. Language around electronic borrowing was also added.

Keefe to add 'at the discretion of the Executive Director' to the section regarding special circulation situations.

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

FIRST: KIYOSAKI

SECOND: YE

UNANIMOUS APPROVAL

C. Information Services Policy

Keefe to change 'customer' to 'patron' throughout the policy.

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

FIRST: MUNSON

SECOND: MIKHAIL

UNANIMOUS APPROVAL

VII Other Business

None.

VIII Citizens' Comments

None.

IX Trustee Comments

Keefe invited the Board to attend HPL Trustee Dick Munson's book launch on November 12, for his new title, "Ingenious: A Biography of Benjamin Franklin, Scientist" which looks beyond Franklin's diplomatic career to examine his scientific genius.

Wessel to update the November 12, 2024, COTW meeting invite to reflect the new date and time to Wednesday, November 13, 2024, at 12:00 pm as decided by the Board.

X Schedule of Upcoming Meetings/Events

Library Board Meeting, Board Room | October 22, 2024, 7:00 pm
Space Plan Meeting, Board Room | November 6, 2024, 11:00 am
COTW Meeting, Board Room | November 13, 2024, 12:00 pm
Library Board Meeting, Board Room | November 19, 2024, 7:00 pm
No meetings in December

XI Adjournment

MOTION: MOTION TO ADJOURN THE COTW MEETING AT 12:45 PM

FIRST: MUNSON

SECOND: KIYOSAKI

UNANIMOUS APPROVAL

Approved as amended November 12, 2024