

Hinsdale Public Library
Committee of the Whole Board Meeting MINUTES
Main Level - Board Room
January 22, 2025, 12:00 pm

I Call to order

President Bloomfield called the meeting of the Library Board of Trustees Committee of the Whole to order at 12:01 pm.

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

Also Present: Karen Kleckner Keefe, Executive Director

Remote: Megan Mikhail, Treasurer (participating as allowed by 5 ILCS 120/)
Dick Munson (non-voting)

II Citizens' Comments

None.

III Minutes

A. Approve November 12, 2024, COTW Minutes

MOTION: MOTION TO APPROVE THE NOVEMBER 12, 2024 COTW MINUTES

FIRST: SOKOLOWSKI

SECOND: YE

UNANIMOUS APPROVAL

IV Facilities

A. Keefe updated the Board on the window wells. Mikhail asked if the temporary fencing could be secured, and Munson asked about the methods used to reinforce the new walls. Keefe will follow up with Public Works staff. Keefe also updated the Board on Community Meeting Room lighting, the HVAC motor in the library vestibule, and an issue with the elevator sensor.

B. Keefe and Bloomfield reviewed the revised scope and projected project cost of the Space Plan. The revised plan does not include a full widening of the stairs, relocating the Patron Services desk and workroom, or fully finishing the programming space behind the new Teen Area. These projects could be done later or bid as alternates with the overall project. Sokolowski asked that the Space Plan Committee look at how the revised plans reflect the initial goals of the project. Keefe will follow up with HGA regarding other options for the stairs and schedule the next meeting of the Space Plan Committee.

V Finance & Personnel

A. Keefe reviewed the Assistant Director job description and budget impact.

MOTION: MOTION TO RECOMMEND THE BOARD APPROVE THE ASSISTANT DIRECTOR POSITION

FIRST: SOKOLOWSKI

SECOND: ZHOU

VI Policy

A. Confidentiality of Library Patron Records

Keefe reviewed the policy and will add “Assistant Director” as a designated contact person in the event of a records request.

MOTION: MOTION TO RECOMMEND THE FULL BOARD ACCEPT THE REVISED CONFIDENTIALITY OF LIBRARY PATRON RECORDS POLICY

FIRST: SOKOLOWSKI

SECOND: ZHOU

UNANIMOUS APPROVAL

IX Trustee Comments

Bloomfield told the Board that he and Keefe would be meeting with the Village Manager to review the Intergovernmental Agreement between the two agencies, with a focus on building and grounds responsibilities.

Ye reminded everyone that the 2025 Consolidated Election will be held on April 1.

XI Adjournment

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

FIRST: SOKOLOWSKI

SECOND: YE

UNANIMOUS APPROVAL