

**Hinsdale Public Library**  
Committee of the Whole Board Meeting Minutes  
April 16, 2025, 12:00 pm  
Board Room – Main Level

**I**     Call to Order

President Bloomfield called the meeting of the Library Board of Trustees Committee of the Whole to order at 12:00 pm.

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

**Also Present:**         Karen Kleckner Keefe, Executive Director; Lizzy Boden, Assistant Director; Julie Prieto, Office Manager

**Absent:**                 Megan Mikhail

**Citizens Present:**     Jay Hines-Shah, Carissa Kapcar

**II**     Citizens' Comments

None.

**III**    Minutes

A. Approve the March 19, 2025 COTW Minutes

**MOTION: MOTION TO APPROVE THE MARCH 19, 2025 COTW MINUTES**

**FIRST: YE**

**SECOND: KIYOSAKI**

**UNANIMOUS APPROVAL**

**IV**    Policy

A. Prohibited Gift and Political Activity Policy

Principal proposed changes are to (1) switch the order of 'gift' and 'political activity' in the policy title, and (2) more clearly define officers and employees to whom this policy applies. After discussion, the Committee decided to vote on approval of this policy at the 4/22/25 Board meeting.

**MOTION: MOTION TO RECOMMEND THE BOARD APPROVE THE ABOVE POLICY AT THE APRIL 22, 2025 BOARD MEETING**

**FIRST: MUNSON**

**SECOND: YE**

**UNANIMOUS APPROVAL**

**V**     Finance & Personnel

A. Keefe reported that the Village of Hinsdale Finance department is fully staffed and that HPL's new Office Manager is getting acclimated to her role.

**VI**    Facilities

A. HGA Contract Approval

The Committee reviewed a draft contract to hire HGA for design, documentation, and construction administration of the upcoming space planning initiative. The Committee suggested some changes to the contract, including further defining how

HGA will assist with furniture purchases, updating the construction timeline to 40 weeks, and some minor additional updates.

**MOTION: MOTION TO RECOMMEND THE BOARD APPROVE THE HGA CONTRACT AT THE APRIL 22, 2025**

**BOARD MEETING**

**FIRST: KIYOSAKI**

**SECOND: YE**

**UNANIMOUS APPROVAL**

- B. As discussed at prior COTW and Board meetings, HPL's Marketing and Outreach Manager put together materials to remind the community about the space plan initiative and to share renderings of the planned renovations.

**VII**     Other Business

A. Presentation of Officer Slate

The retiring trustees formed a Nominating Committee and spent time with remaining and incoming trustees. Based on these conversations, they are proposing the following Board officers for the next term:

- John Bloomfield, President
- Magda Sokolowski, Vice President
- Jay Hines-Shah, Treasurer
- Chun Ye, Secretary

There were no further nominations from the floor.

**MOTION: MOTION TO ADVANCE THE ABOVE SLATE FOR A VOTE AT THE BOARD MEETING ON MAY 27, 2025**

**FIRST: MUNSON**

**SECOND: ZHOU**

**UNANIMOUS APPROVAL**

- B. Discussion of COTW and Board Meeting Dates  
Committee discussed preferences on when to hold remainder of 2025 COTW meetings and recommended that the COTW meet on Wednesdays at noon during the week prior to Board meetings.

**MOTION: MOTION TO HOLD REMAINDER OF 2025 COTW MEETINGS AS PROPOSED**

**FIRST: YE**

**SECOND: SOKOLOWSKI**

**UNANIMOUS APPROVAL**

**VIII**     Citizens' Comments

Citizens commented that they are excited about the Space Plan. Comments included observations that the plan is well-thought out, considers both higher-level and granular needs of the community, and addresses space issues that have existed for many years.

**IX**     Trustees' Comments

Kiyosaki suggested washing the HPL sign on the corner of Maple and Washington. Keefe said she would discuss it with HPL's Building and Technology Services Manager.

**X      Adjournment**

**MOTION: MOTION TO ADJOURN THE COTW MEETING AT 12:50 PM**

**FIRST: MUNSON**

**SECOND: ZHOU**

**UNANIMOUS APPROVAL**