

WEST CHICAGO PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
MONDAY, MAY 22, 2023  
7:00 P.M.

A. CALL TO ORDER: President Weninger called the meeting to order at 7:00 p.m.

B. ROLL CALL:

TRUSTEES PRESENT: Pat Weninger, President; Corrine Jakacki, Treasurer; Diane Kelsey, Secretary; Scott Grotto and Richard Bloom, members.

STAFF PRESENT: Benjamin R. Weseloh, Library Director; Gabe Cardenas, Circulation Services Manager; Nicholas Del Giudice, Public Relations Specialist; Amanda Ghobrial, Adult Services Manager; Melisa Martinez, Youth Services Manager; and Michael Novy, Technical Services.

C. APPROVAL OF THE MINUTES:

1. Board Meeting - April 24, 2023: Mr. Bloom moved to approve the Minutes of the Regular Board Meeting of April 24, 2023, as amended; seconded by Ms. Jakacki.

- Page 2, Item I-1, second paragraph, remove "Committee of the Whole."

- Page 4, Item No. 4, third sentence should read "Three responses were received with one declining to participate."

- Page 5, Item No. 2, second paragraph should read "The cost of the book drop..." Third Paragraph, add that Mr. Grotto had seconded the motion. Motion carried by unanimous voice vote.

2. Special Board Meeting (Open Session) - May 9, 2023: Ms. Jakacki moved to approve the Minutes of the Special Board Meeting Open Session of May 9, 2023; seconded by Mr. Bloom. Motion carried by unanimous voice vote.

3. Special Board Meeting (Closed Session) - May 9, 2023: Ms. Jakacki moved to approve the Minutes of the Special Board Meeting Closed Session of May 9, 2023; seconded by Mr. Grotto. Motion carried by unanimous voice vote.

D. RECOGNITION OF THE PUBLIC: None.

E. PUBLIC COMMENTS: None.

F. AGENDA - ADDITIONS/DELETIONS: None.

#### G. TREASURER'S REPORT:

1. Approval of the Bills for May 2023: Ms. Jakacki moved to approve paying the May bills in the amount of \$206,060.19; seconded by Mr. Grotto.

Roll Call Vote - Yes: Bloom, Grotto, Jakacki, Kelsey, Weninger. Motion carried.

2. Financial Statements for April 2023: Ms. Jakacki stated the Library is 83% of the way through the fiscal year elapsed, all the projected and budgeted revenues have been accounted for at 100%, and the expenditures are running a little behind at 78%.

Mr. Weseloh further reported on the financial statements under the Director's Report, Item N-3.

#### H. COMMUNICATIONS:

1. DuPage County Election Division Official Canvass of Votes for the Consolidated Election - April 4, 2023: Mr. Weseloh included in the board packets the Official Canvass of Votes for the Consolidated Election for West Chicago.

2. Memorandum RE: Social Media and Censorship: The Library's attorney sent a memorandum regarding two cases the United States Supreme Court will be hearing where public officials blocked public criticism comments on the officials' social media accounts, which have First Amendment implications.

I. OATH OF TRUSTEES: The trustees elected at the April election were sworn in to their board positions:

1. Patricia Weninger
2. Scott Grotto
3. Maureen Navadomskis
4. Corrine Jakacki-Dattomo

J. DECLARATION OF A VACANCY ON THE LIBRARY BOARD: President Weninger declared a vacancy on the Library Board for a trustee position with a term ending in 2025. At the election held in April, there were four candidates elected, and one seat that was not filled.

Mr. Grotto moved to appoint an individual to fill the vacancy on the board with a term to end in 2025; seconded by Ms. Jakacki. Motion carried by unanimous voice vote.

#### K. APPOINTMENT TO FILL A VACANCY ON THE LIBRARY BOARD:

1. Richard J. Bloom: President Weninger appointed Mr. Bloom to fill the term that will expire in 2025.
2. Oath of Office: Mr. Bloom was sworn in to fill the open board

position.

L. ROLL CALL: Richard Bloom, Scott Grotto, Corrine Jakacki, Diane Kelsey, Maureen Navadomskis, Patricia Weninger.

M. BOARD MEMBERS' ACKNOWLEDGMENT:

1. Welcome Members Joining the Board: President Weninger thanked Mr. Bloom for agreeing to fill the board vacancy, thanked Ms. Jakacki and Mr. Grotto for running for office and remaining on the board, and welcomed Ms. Navadomskis to the board. Ms. Weninger stated it is good to have a group of trustees who work well together.

2. Thank Members Leaving the Board: None.

N. REPORTS:

1. Nominating Committee: Ms. Kelsey presented the slate of officers as follows: President, Pat Weninger; Vice President, Frank Fokta; Treasurer, Corrine Jakacki; and Secretary, Diane Kelsey.

2. President:

a. Election of Officers for FY 2023-2024:

i. President: Ms. Weninger asked for nominations from the floor for the Office of President. Mr. Bloom stated that the name of Pat Weninger has been put before the board for the Office of President. No nominations from the floor were made. The nominations for the Office of President were closed.

ii. Vice President: Ms. Weninger stated the Nominating Committee put forward the name of Frank Fokta for the office of Vice President. Ms. Weninger asked for nominations from the floor for the Office of Vice President. No nominations from the floor were made. The nominations for the Office of Vice President were closed.

iii. Secretary: Ms. Weninger stated the Nominating Committee put forward the name of Diane Kelsey for the Office of Secretary. Ms. Weninger asked for nominations from the floor for the Office of Secretary. No nominations from the floor were made. The nominations for the Office of Secretary were closed.

iv. Treasurer: President Weninger stated the Nominating Committee put forward the name of Corrine Jakacki for the Office of Treasurer. Ms. Weninger asked for nominations from the floor for the Office of Treasurer. No nominations from the floor were made. The nominations for the Office of Treasurer were closed.

Ms. Weninger stated that the motion from the floor was to seat for the Office of President, Pat Weninger; Vice President, Frank Fokta; Secretary, Diane Kelsey; and Treasurer, Corrine Jakacki. Motion carried by unanimous voice vote.

President Weninger disbanded the nominating committee.

b. Appointment of the Ethics Officer: President Weninger appointed

Frank Fokta as the Ethics Officer.

c. Appointment of the Parliamentarian: President Weninger appointed Richard Bloom as the Parliamentarian.

d. Appointment of Finance Committee: President Weninger appointed Corrine Jakacki as Chair of the Finance Committee and Scott Grotto and Diane Kelsey as members.

e. Appointment of Policy Committee: President Weninger appointed Frank Fokta as Chair of the Policy Committee and Richard Bloom and Maureen Navadomskis as members.

3. Library Director: Director Weseloh reported that the Library is 83% of the way through its fiscal year elapsed. Property taxes have come in at 100%, and replacement taxes are over budget and are expected to close the fiscal year at \$135,221 when the check is received in June. Interest income was budgeted at \$1,000 and currently is at \$52,300. The expenditures are about 5% behind for the fiscal year elapsed.

The Finance Committee will meet Monday, June 5, 2023.

Lauterbach and Amen expect to have the agreement for the audit for Mr. Weseloh to sign within the next two weeks.

The Per Capita Grant funds in the amount of \$42,668 were transferred to the FNBC account. Two new credit cards from TCM were received and activated. The new officers will need to sign the paperwork to be listed as signatories with the bank. Mr. Weseloh will ask for the paperwork to be sent to the library for the officers to complete.

Library materials are on budget for the year, professional services are at 62% of budget, utilities are at 63%.

Wiring, Inc., performed scans on the electrical panels throughout the library and made recommendations for maintenance and repairs, which will likely be completed in June.

Interlocking Pavers was out to assess the repair needed for broken and missing pavers at the entrance. The quote was approximately \$30,000.

Concrete work for the area is estimated at \$50,000, including removal of the bike rack. The consensus of the board was to replace the pavers with concrete; and Mr. Weseloh will obtain quotes for the concrete work.

Employee anniversaries were covered. A new Young Adult Librarian has been hired.

The Illinois Senate passed House Bill 2789 on May 3, 2023 to amend the Illinois Library System Act in order to protect freedom of public libraries and library systems to acquire materials without outside

limitations and to protect against attempts to ban or restrict library materials. It is likely the governor will sign the bill.

#### 4. Department Managers:

Public Relations: The Library promoted a free comic book day, which was a very successful program for Youth Services with over 80 attendees. Four campaigns were implemented on social media since the last board meeting. Facebook tends to have a better reach for the Library than Instagram, so the Library will look into ways to make its Instagram presence more effective.

Outreach flyers for Youth Services were created, and plans are in the works for promotional materials for the Circulation Department. The Program Guide has been completed and was mailed on schedule.

Adult Services: Twelve programs were held in April. Attendance at the Healthy West Chicago virtual cooking classes remains high. The two Illinois Library Presents programs had a total of 20 people attend virtually. Outreach was made to Aperion Care Nursing Home for a trivia program and to the Wayne Township Senior Center for one-on-one device assistance for seniors

Young Adults had seven programs and a popular Make and Takes to create your own Mother's Day card with 25 people in attendance.

Circulation: 13,774 items were checked out in April, a 5.33% increase from April 2022; 3,521 electronic materials were checked out, a 10.72% increase from April 2022. 85 new patrons registered in April. The high school volunteers program ended in early May and will likely be resumed in the next school year.

Technical Services: 1,865 items were ordered; 1,760 items invoiced;

2,711 items added to the collection; 273 items were withdrawn; 12 items were repaired in-house; and 151 invoices were processed.

Youth Services: 22 programs were held, including story time, movement and music, maker crafting, sensory holidays, and pop culture. All of the programs cover early learning skills; and the total program attendance was 33 for the month. A total of 420 kids between the ages of 0 through 11 years old were seen through outreach. On the free comic book day the Library served a very diverse audience and promoted literacy to the community.

5. Committee for Semi-Annual Review of Closed Session Minutes and Recordings: Ms. Kelsey reported that she and Mr. Fokta met on May 20, 2023 and reviewed the Minutes of meetings prior to December 18, 2021. They recommend the removal of the recording from the May 18, 2020,

closed session meeting, and keeping the written record but not the CD; and recommend the destruction of a recording that has three labels on it: two from 2017, and one from 2018, which are well past the removal date.

O. UNFINISHED BUSINESS: None.

P. NEW BUSINESS:

1. Recommendations for Closed Session Minutes & Recordings: Ms. Kelsey moved to destroy the recording dated December 18, 2021, from the Closed Session Meeting Minutes; seconded by Ms. Jakacki. Motion carried by unanimous voice vote.

Ms. Kelsey recommended the destruction of the CD that has three date labels on it: 7/24/17, 8/28/17, and 5/23/18. Seconded by Mr. Grotto. Motion carried by unanimous voice vote.

2. Establish Signatories on the Financial and Investment Accounts: Discussion was had regarding the board officers being listed as signatories with the bank, including the investment accounts and the lock box. Mr. Weseloh will send a copy of the Minutes indicating this was approved at the meeting to the bank, and the bank will provide a resolution for the following month's board meeting.

Ms. Jakacki moved that the board have the officers be signatories on the financial accounts including the lock box; seconded by Mr. Bloom. Roll Call Vote - Yes: Bloom, Grotto, Jakacki, Kelsey, Navadomskis, Weninger. Motion carried.

Q. CLOSED SESSION: None held.

R. RETURN TO OPEN SESSION: No return to open session needed.

S. ADJOURNMENT: Ms. Weninger stated no closed session would be held, and the meeting was adjourned at 7:59 p.m.