

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, November 19, 2024
Kossmann Room
7:00 PM**

This meeting was held in the Kossmann Room.

President Baker called the November 19, 2024 Regular Meeting of the Board of Trustees to order at 7:01 p.m.

Board members in attendance included: Marsha Baker, Ingrid Becton, Cindy Wellwood Burke, Jane Chornij, Taylor Holop, Carol Jacobsen, Susan Sadowski, and Bill Shanklin.

Trustee Bill Ryan was absent.

Also in attendance were Library Director Mary Beth Harper and Assistant Director Marcy Rodriguez.

There were no visitors in attendance.

There was no public comment.

There was no correspondence.

The first order of business was the approval of the Minutes of the October 15, 2024 Regular Board of Trustees Meeting. Trustee Becton moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the October 15, 2024 Regular Board of Trustees Meeting be approved as presented.

Trustee Sadowski seconded the motion. The motion carried.

The next order of business was the approval of the November 19, 2024 Accounts Payable. Trustee Chornij moved:

THEREFORE BE IT RESOLVED:

That the November 19, 2024 Accounts Payable be approved as presented.

Trustee Becton seconded the motion. Director Harper answered several questions about the invoices.

The motion carried.

Director Harper discussed the financial reports. In the revenue report, a property tax payment of \$79,061 and a replacement tax payment of \$61,626 were received.

Ms. Harper reviewed the expenditure report. She answered several questions from the Board.

In the Director's Report, Ms. Harper stated that the plumbers completed the sump pump project this week. The old equipment was very corroded and all went well with the installation of the new pumps and pipes.

She also said that the One Book One Elmhurst author visit exceeded 500 registrations! The Library is grateful to the University for allowing the program to be moved to the Hammersmidt Chapel. The Chapel holds up to 800 so we should be able to include all new registrations.

There was no President's Report.

There was no Unfinished Business.

The first order of New Business was the 2025 Salary Scale and the Compensation Study Results. Director Harper reviewed the updated scale. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the 2025 Salary Scale be approved as presented.

Trustee Becton seconded the motion. The motion carried.

The next order of New Business was the approval of the Staff Holiday Luncheon. The date for the luncheon is December 10, 2024. The event is catered by an Elmhurst business, and the funds for payment of the luncheon are taken from the Library Employee Appreciation Fund, or the LEA Fund. The LEA Fund was established by an anonymous donor who specified that the money must be spent on staff training or appreciation events. Trustee Becton moved:

THEREFORE BE IT RESOLVED that the Administrative Staff is authorized to host a holiday luncheon for staff at a cost not to exceed \$2,500.

Trustee Jacobsen seconded the motion. The motion carried.

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The next order of New Business was the approval of the Collection Management policy. Director Harper reviewed the policy and discussed the updates. Trustee Becton moved:

THEREFORE BE IT RESOLVED:

That the Collection Management policy be approved as presented.

Trustee Jacobsen seconded the motion. The motion carried.

There being no Other Business, the meeting was adjourned at 7:52 p.m.