

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, April 16, 2024
Large Meeting Room
7:00 PM**

President Marsha Baker called the April 16, 2024 Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Board members in attendance in the Large Meeting Room included: Ingrid Becton, Cindy Wellwood Burke, Jane Chornij, Taylor Holop, Carol Jacobsen, Sue Sadowski, and Bill Ryan.

Trustee William Shanklin was on Zoom.

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

Visitors in attendance were Jon Baker, Carissa Dougherty, and Ioana Fernandez.

There was no public comment.

Board President Baker read the following correspondence:

To: Library Director Harper

From: Annette Armstrong and Daniel Armstrong

We are residents of Elmhurst and former public library directors. Daniel and I have become aware of the situation involving a Library policy issue and have read the correspondence for tonight's meeting.

The letter that the Library received noted that Meeting Room B was reserved for a "parent education meeting." It further noted that another "Elmhurst taxpayer" called the Library back to explain the purpose of the room reservation, but did not mention the signing of petitions. It is not incumbent on the staff to explain every detail of a policy. The policies are all available on the Library's website. The policy that prohibits the signing of petitions inside the Library is clearly stated within the document and is a common policy for public libraries.

Public bodies may regulate the 1st Amendment in their buildings. They are considered "limited public forums" and should be able to conduct their business without potential distractions. This is true of Park Districts, schools, Municipal facilities, etc.

The first order of business was the approval of the minutes of the March 19, 2024 Regular Board of Trustees Meeting. Trustee Becton was in attendance at the March 19 meeting and her name was added to reflect her attendance. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the minutes of the March 19, 2024 Regular Board of Trustees Meeting be approved as amended.

Trustee Becton seconded the motion. The motion carried.

The next order of business was the approval of the April 16, 2024 Accounts Payable. Trustee Becton moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the April 16, 2024 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Trustee Sadowski seconded the motion.

The motion carried.

Director Harper discussed the financial reports. Ms. Harper answered several questions from the Board.

In the Director's Report, Ms. Harper reminded Trustees to file their statement of economic interest by May 15. She also talked about the Library and the Park District partnering to host an Eclipse Viewing Party in Wilder Park. Patrons had the ability to attend a program about the eclipse or enter a drawing for a chance to win glasses prior to the party.

Ms. Harper shared that the Learn Committee launched a staff library-wide initiative last week to get us talking about what we're watching, listening to, and playing. This is an effort to get all staff thinking about the valuable recommendation service we offer our patrons – Media Match. Media Match is the art of suggesting titles to connect others and ourselves to Library materials. Staff participated in fun learning events that helped them discover more about their individual reading style and reminded them about resources available to help patrons find their next great read, watch, listen, or play.

In the President's Report, Trustee Baker stated that April 16 was National Librarian Day. On behalf of herself and the Board of Trustees, she wanted to thank all the librarians who work so hard to make this Library such an amazing and welcoming place for our community.

There was no Unfinished Business.

The first order of New Business was the Market Benchmarking Analysis. Director Harper discussed the salary study proposal from HR Source. The analysis includes a review of compensation, a market analysis, and an analysis of current pay practices. The last time the Library had a benchmark study performed was in 2005. The cost is based on the number of positions. Trustee Jacobsen moved:

THEREFORE BE IT RESOLVED:

That Administrative Staff is authorized to accept the proposal from HR Source for a cost not to exceed \$15,950.

Trustee Ryan seconded the motion. The motion carried.

The next order of New Business was the approval of Participation in the Reciprocal Borrowing Agreement. Each year, the Board of Trustees must inform the Illinois State Library whether or not the Library will participate in the statewide reciprocal borrowing program. EPL receives a Per Capita Grant through the Illinois State Library, and Elmhurst residents use their library cards at neighboring libraries throughout the year. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Elmhurst Public Library Board of Trustees will participate in the statewide reciprocal borrowing program as promulgated by the Illinois State Library for FY 2024.

Trustee Jacobsen seconded the motion. The motion carried.

The next order of New Business was the review of the Service to Elmhurst Schools, Fund Balance Policy, and Identity Protection Policy. Director Harper reviewed each policy.

Director Harper proposed changes to the Service to Elmhurst Schools Policy. After some discussion among the Trustees, Trustee Ryan moved:

THEREFORE BE IT RESOLVED:

That the Service to Elmhurst Schools Policy be approved as presented.

Trustee Holop seconded the motion. The motion carried.

Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Fund Balance Policy be approved as presented.

Trustee Becton seconded the motion. The motion carried.

Trustee Becton moved:

THEREFORE BE IT RESOLVED:

That Identity Protection Policy be approved as presented.

Trustee Sadowski seconded the motion. The motion carried.

There being no Other Business, the meeting was adjourned at 7:30 p.m.