

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, July 18, 2023
Kossmann Room
7:00 PM**

This meeting was held in the Kossmann Room.

President Marsha Baker called the June 20, 2023 Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Board members in attendance included: Marsha Baker, Ingrid Becton, Taylor Holop, Susan Sadowski, and Bill Shanklin.

Trustees Jane Chornij, Carol Jacobsen, and Bill Ryan were absent.

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

There were no visitors.

There was no correspondence.

The first order of business was the approval of the Minutes of the June 20, 2023 Regular Board of Trustees Meeting. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the June 20, 2023 Regular Board of Trustees Meeting be approved as presented.

Trustee Ingrid Becton seconded the motion. The motion carried.

Yes: Becton, Holop, Sadowski, Shanklin, Baker

No: None

Absent: Chornij, Jacobsen, and Ryan

The next order of business was the approval of the July 18, 2023 Accounts Payable. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the July 18, 2023 Accounts Payable be approved as presented.

Trustee Becton seconded the motion. Director Harper answered several questions about the invoices. Trustee Sadowski asked about the invoice from CDW and also asked if all the meeting room chairs were

Minutes
Elmhurst Public Library Board of Trustees
July 18, 2023
page 2

delivered. Director Harper explained the CDW invoice and also confirmed that the Library has received all the chairs. Director Harper stated that the old chairs were donated to other libraries.

Yes: Becton, Holop, Sadowski, Shanklin, Baker
No: None
Absent: Chornij, Jacobsen, and Ryan

The motion carried.

Director Harper discussed the financial reports.

In the revenue report, a property tax payment of \$2,918,412 was received.

Ms. Harper reviewed the expenditure report and stated that June is a three-paycheck month, therefore the salary line will be more closely aligned with the percentage of year-to-date spending. She noted that in the Contractual Services line, the first payment of \$2,119 for the audit was paid.

In the Director's Report, Ms. Harper stated that she visited the Mobile Museum of Tolerance. Director Harper also attended two networking events hosted by the City of Elmhurst: Women in Leadership Luncheon and Explore Elmhurst Advisory Group event.

In the President's Report, Ms. Baker stated that she enjoyed reading Christy Hawn's write-up about attending this year's ALA exhibits. She would like to encourage, especially new Trustees, to attend conferences; such as PLA. President Baker also talked about her visit to the York Public Library in Thompson, Illinois.

The first order of Unfinished Business is the 2024 Draft Budget. Director Harper highlighted changes from the previous draft.

The first order of New Business was the 2022 Tax Rates. Director Harper reviewed the 2022 tax rates. The Library's tax rate is .2339.

There being no Other Business, at 7:44 p.m. Sue Sadowski took a roll call vote to convene into Executive Session under 5 ILCS 120/2(c)(1) for the review of the Director.

Yes: Becton, Holop, Sadowski, Shanklin, Baker
No: None
Absent: Chornij, Jacobsen, and Ryan

The Board moved into executive session at 7:44 p.m.
The Board moved back into regular session at 8:08 p.m.

Minutes

Elmhurst Public Library Board of Trustees

July 18, 2023

page 3

In regular session, The Board voted unanimously to approve an increase to Director Harper's salary by 4%. Director Harper was called into the meeting and the Board discussed the performance review with her.

There being no Other Business, the meeting was adjourned at 8:30 p.m.

EXECUTIVE SESSION MEETING MINUTES

The Executive Session Meeting Minutes from the July 18, 2023 meeting will be handed out at the meeting for approval.