

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, December 17, 2024
Kossmann Room
7:00 PM**

This meeting was held in the Kossmann Room.

President Baker called the December 17, 2024 Regular Meeting of the Board of Trustees to order at 7:03 p.m.

Board members in attendance included: Marsha Baker, Jane Chornij, Taylor Holop, Carol Jacobsen, Bill Ryan, Susan Sadowski, and Bill Shanklin.

Trustees Ingrid Becton and Cindy Wellwood Burke were 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 November 19, 2024 Regular Board of Trustees Meeting. Trustee Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the November 19, 2024 Regular Board of Trustees Meeting be approved as presented.

Trustee Jacobsen seconded the motion. The motion carried.

The next order of business was the approval of the December 17, 2024 Accounts Payable. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the December 17, 2024 Accounts Payable be approved as presented.

Trustee Shanklin 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 \$38,992 was received.

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

In the Director's Report, Ms. Harper stated the One Book, One Elmhurst event featuring best-selling author, Shelby Van Pelt, was a huge success. Over 500 people attended in person to hear the author talk about her book and writing process. Ms. Van Pelt signed autographs and interacted with patrons who waited in line to meet her after the interview.

Director Harper also talked about the video made by District 205, featuring the Library and our mutually beneficial partnership with the school district.

There was no President's Report.

The first order of Unfinished Business was the update on the patio renovation project. Director Harper stated that the meetings with the architects are going well. Next month there will be a presentation with price options.

The first order of New Business was the transfer of the LEA Fund Annual Interest to the Operating Fund. Director Harper stated that under the terms of the agreement with the anonymous donor, the Board of Trustees must spend, at a minimum, all of the annual interest from the Library Employee Appreciation Fund. This year's interest as of 12/9/2024 is approximately \$474.33. The annual interest has been spent on staff enrichment. The Board must now approve transferring the interest to the Operating Fund. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED

That the interest earned in the Library Employee Appreciation Fund for FY 2024 be transferred to the Operating Fund to cover expenditures this fiscal year.

Trustee Jacobsen seconded the motion. The motion carried.

The next order of New Business was the approval of the Sale of Nonresident Library cards. Currently, EPL sells nonresident cards to people living in unincorporated areas north and south of Elmhurst within the boundaries of District 205. To calculate a fee for this service, staff apply the library tax rate paid by Elmhurst residents to the equalized assessed valuation on the property tax bill of nonresidents. Trustee Shanklin moved:

THEREFORE BE IT RESOLVED:

That, effective January 1, 2025, the Elmhurst Public Library will provide library cards to people without public library service living within the boundaries of Elmhurst Community Unit School District 205 by applying the same tax rate paid by Elmhurst homeowners to the equalized assessed valuation of nonresident property. For this same service, renters will pay a fee equal to 20% of one month's rent.

Trustee Ryan seconded the motion. The motion carried.

The next order of New Business was the establishment of 2025 Regular Monthly Board Meetings. Trustee Ryan moved:

THEREFORE BE IT RESOLVED:

That the 2025 Regular Monthly Board Meetings be approved as presented.

Tuesday, January 21, 2025 7:00 p.m. Kossmann Room
Tuesday, February 18, 2025 7:00 p.m. Kossmann Room
Tuesday, March 18, 2025 7:00 p.m. Kossmann Room
Tuesday, April 15, 2025 7:00 p.m. Kossmann Room
Tuesday, May 20, 2025 7:00 p.m. Kossmann Room
Tuesday, June 17, 2025 7:00 p.m. Kossmann Room
Tuesday, July 15, 2025 7:00 p.m. Kossmann Room
Tuesday, August 19, 2025 7:00 p.m. Kossmann Room
Tuesday, September 16, 2025 7:00 p.m. Kossmann Room
Tuesday, October 21, 2025 7:00 p.m. Kossmann Room
Tuesday, November 18, 2025 7:00 p.m. Kossmann Room
Tuesday, December 16, 2025 7:00 p.m. Kossmann Room

Trustee Holop seconded the motion. The motion carried.

The next order of New Business was the approval of Closing Dates for 2025. Trustee Jacobsen moved:

THEREFORE BE IT RESOLVED.

That the following is a list of the days the Library will be closed.

New Year's Day (Wednesday, January 1, 2025)
Easter (Sunday, April 20, 2025)
Memorial Day (Monday, May 26, 2025)
Independence Day (Friday, July 4, 2025)

Staff Institute Day (Friday, August 8, 2025)
Labor Day (Monday, September 1, 2025)
Thanksgiving (Thursday, November 27, 2025)
Christmas Eve (Wednesday, December 24, 2025)
Christmas Day (Thursday, December 25, 2025)

Trustee Chornij seconded the motion. The motion carried.

The next order of New Business was the Directors and Officers Insurance Renewal. Director Harper stated that the D & O Insurance Policy renews on January 9, 2025. The premium for one year is \$6,751.00. Last year's premium was \$6819.00. Trustee Ryan moved:

THEREFORE BE IT RESOLVED

that the Directors and Officers Insurance Renewal for the period of 1/9/2025 – 1/9/2026 is approved for \$6,751.00.

Trustee Sadowski seconded the motion. The motion carried.

The next order of New Business was the Per Capita Grant. Assistant Director Rodriguez discussed the application.

There being no Other Business, the meeting was adjourned at 7:42 p.m.