

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, September 19, 2023
Kossmann Room
7:00 PM**

This meeting was held in the Kossmann Room.

President Marsha Baker called the September 19, 2023 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, Carol Jacobsen, Bill Ryan, and Susan Sadowski.

Trustees Taylor Holop and Bill Shanklin were absent.

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

The oath of office will be administrated next month to Trustee Holop.

There were no visitors.

There was no correspondence.

The first order of business was the approval of the Minutes of the August 15, 2023 Regular Board of Trustees Meeting. Trustee Jacobsen moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the August 15, 2023 Regular Board of Trustees Meeting be approved as presented.

Trustee Wellwood Burke seconded the motion. The motion carried.

The next order of business was the approval of the September 19, 2023 Accounts Payable. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the September 19, 2023 Accounts Payable be approved as presented.

Trustee Jacobsen 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 replacement tax payment of \$20,131 was received.

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

In the Director's Report, Ms. Harper talked about the Chicagoland Area Public Libraries that received bomb threats within the last few weeks. She also stated that Managers met with the Elmhurst Police Chief to discuss the best course of action for handling a threat should the Library receive one.

Ms. Harper also talked about the latest EPL video produced by the Marketing Department and in conjunction with Makery staff. It promotes using the Makery for small businesses.

In the President's Report, Ms. Baker talked about a conversation she had with a board member from the Lake Forest Public Library.

There was no Unfinished Business.

The first order of New Business was the acceptance of the 2022 Annual Audit. Trustee Becton moved:

THEREFORE BE IT RESOLVED:

That the Elmhurst Public Library Board of Trustees accepts the Comprehensive Annual Financial Report for the Elmhurst Public Library, December 31, 2022.

Director Harper reviewed the Comprehensive Annual Financial Report. Trustee Sadowski seconded the motion.

The motion carried.

The next item of New Business was the review of Closed Session Meeting Minutes. Director Harper stated that closed session meetings are reviewed twice a year. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Executive Session Minutes dated September 20, 2016 remain closed.

That the Executive Session Minutes dated July 18, 2023 be opened.

Director Harper stated she would bring the closed session minutes back to the Trustees in six months. Trustee Becton seconded the motion. The motion carried.

Minutes

Elmhurst Public Library Board of Trustees

September 19, 2023

page 3

The next item of New Business was the review of the Bylaws Policy. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Bylaws Policy be approved as presented.

Trustee Becton seconded the motion. Director Harper reviewed the Bylaws policy with the Trustees. The motion carried.

There being no Other Business, the meeting was adjourned at 7:40 p.m.