



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, November 15, 2023 was held at 7:00pm, at the La Grange Park Village Hall, 447 N. Catherine, La Grange Park, IL 60526.

1. Vice-President Whitman called the meeting to order at 7:00 pm.
2. Upon roll call the following were present: Vice-President Whitman, Secretary Demes-O'Brien, Trustee Snow, Trustee Donaldson, and Trustee Hightower. Absent President Gies and Treasurer Swainson. Also present were Interim Director Gabe Oppenheim and Patricia Harwood, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of Visitor(s): Riley Marten from Lauterbach & Amen, Audit Presentation.
5. Public Comment: Riley Marten presented the audit to the board. He expressed appreciation of the library's quick responses to questions throughout the audit. The Auditor's opinion is the highest that can be given.
6. Staff Reports: Oppenheim informed the board that staff are looking into changing credit cards. Whitman said the board really enjoys reading the staff reports to find out what is happening at the library. The board also liked the Banned Book Week shirts and giveaways.
7. Trustee reports: None.
8. Snow motioned, seconded by Hightower, to approve the Consent Agenda. Motion passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absents. Snow, Hightower, Donaldson, Demes-O'Brien, and Whitman.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$522,139.79
  - c. Checks from Wintrust Bank numbered: 37073-37122
  - d. Checks from First National Bank of Brookfield 1010-1011
9. Unfinished business:
  - a. Snow motioned, second Donaldson to approve the Ordinance 2023-04 Annual Levy. Motioned passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. Snow, Donaldson, Hightower, Demes-O'Brien and Whitman.
  - b. Snow motioned, second Demes-O'Brien to approve the Ordinance 2023-05 Bond Abatement Levy. Motioned passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. Snow, Demes-O'Brien, Donaldson, Hightower, and Whitman.
  - c. Snow motioned, second Donaldson to approve Days Closed in 2024. Motioned passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. Snow, Donaldson, Hightower, Demes-O'Brien, and Whitman.
  - d. Building Project Updates - Oppenheim updated the board on the building project. Construction is moving along nicely. Oppenheim stated that the project might be completed before the original estimated end date. As of now the project is 40-45% completed. Leopard Company thought that the light fixtures in the vault would be replaced, but have since determined that will not be possible. Whitman stated that we have been very blessed with the weather thus far.
10. New Business:
  - a. Snow motioned, second Donaldson to approve the 2022-2023 Audit as presented by Lauterbach & Amen with suggested corrections. Motion passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absents. Snow, Donaldson, Hightower, Demes-O'Brien, and Whitman.
  - b. Snow motioned, second Donaldson to approve the Treasurer's Annual Report for 2022-2023. Motioned passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. All in Favor, motion passed.



- c. Discussion of Reopening Committee – The board discussed a reopening committee to meet with the staff and Leopardo. Trustee Whitman and Trustee Donaldson volunteered to be on the committee.
  - d. Discussion of Staff Appreciation-The board would like to contribute to the monthly staff luncheon. During December there will be a potato bar with the board supplying the fixing.
11. Communications: (includes emails to the board) – There was an email sent to the board from 845 Design explaining that some existing conditions cannot be completely resolved within the scope of this project. Existing masonry walls do not have vapor barriers, which cannot be installed without removal of the walls. The letter also stated that light fixtures in the vault were not properly installed, and the existing structure will not allow for installation of new fixtures.
  12. Executive Session: Executive Session for Personnel Review 5 ILCS 120/2(c)(21) -Appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Donaldson motioned, second by Snow to move into Executive session at 7:34pm. 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. Snow, Demes-O'Brien, Donaldson, Hightower, and Whitman.
  13. Snow motioned, second Hightower, to reconvene into Regular session at 7:45pm. All in favor.
  14. Final Action on Executive session-
    - a. Snow motioned, second Donaldson to increase Oppenheim to \$95,000.00 annually and Hopkins-LaRocco and Harwood to receive \$250.00 additional monthly.
  15. Adjournment-Snow motioned, seconded by Donaldson, to adjourn. All in favor, motion passes. Meeting adjourned at 7:51pm.