



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, January 17, 2024 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): None
5. Public Comment: None
6. Staff Reports: Oppenheim informed the board that staff member Pamela Klimas passed away on December 14, 2023. She started on July 1, 2014 and was very well liked by both staff and patrons. She always knew how to put a smile on patrons' faces and will be missed.
7. Trustee reports: None.
8. Donaldson motioned, seconded by Hightower, to approve the Consent Agenda. Motion passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absents. Donaldson, Hightower, Snow, Demes-O'Brien, and Whitman.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$2,314,300.16
  - c. Checks from Wintrust Bank numbered: 37123-37187
  - d. Checks from First National Bank of Brookfield 1012-1014
9. Unfinished business:
  - a. Snow motioned, second Donaldson to approve the per Capita Grant Application. Motioned passes with 5 Ayes, 0 Nays, 0 Abstain, 2 Absent. Snow, Donaldson, Hightower, Demes-O'Brien and Whitman.
  - b. Building Project Updates - Oppenheim updated the board on the building project. Construction is moving along nicely and is at 70% completion, so the library is able submit a request to the State Library for grant funds. The need for concrete repairs for the back emergency exit was also discussed. Contractors are working on the interior painting and millwork, and the fire alarms were tested. The public has been kept up to date about the project in various ways, including "Cal: The Library Canine" comics.
10. New Business:
  - a. Discussion of personnel Policy revision – Oppenheim explained that there is a new Paid Leave law which enables all employees to have paid time off. There are also other sections of the policy which need to be updated. The last review of the policy was in early 2020. The library will be reaching out to HR Source to see if they can help us revise and review the policy.
  - b. Snow motioned, second Donaldson to defer selecting a Friends of the Library liaison till May 2024. All in Favor, motion passed.
  - c. Snow motioned, second Donaldson to approve Demes-O'Brien as the OMA Designee for 2024. Motion passes with 4 Ayes, 0 Nays, 1 Abstain, 2 Absents. Snow, Donaldson, Hightower, and Whitman.
11. Communications: (includes emails to the board) – Nothing to mention.
12. Executive Session: Executive Session for Personnel Review 5 ILCS 120/2(c)(21) -Appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Snow motioned,



second by Hightower to move into Executive session at 7:23pm. 5 Ayes, 0 Nays, 0 Abstain, 2 Absent.  
Snow, Hightower, Donaldson, Demes-O'Brien, and Whitman.

13. Snow motioned, second Donaldson, to reconvene into Regular session at 7:30pm. All in favor.
14. Final Action on Executive session-
  - a. Snow motioned, second Demes-O'Brien to eliminate minutes for executive sessions held on June 16, 2021 and January 1, 2022.
15. Adjournment-Snow motioned, seconded by Hightower, to adjourn. All in favor, motion passes. Meeting adjourned at 7:34pm.