

**Yorkville Public Library**  
Board of Trustees  
Monday, June 12, 2023 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The Board of Trustees meeting was called to order at 7:00pm by Vice-President Theron Garcia, roll was called and a quorum was established.

**Roll Call:**

Theron Garcia-yes, Rosie Millen-yes, Bret Reifsteck-yes, Tara Schumacher-yes, Keri Pesola-yes, Jackie Milschewski-yes, Ryan Forristall-yes

**Others Present:**

Library Director Shelley Augustine, Friends of the Library Co-President Susan Neustrom, Jenny McCann-Countryside, Brittany Parzych-Grande Reserve

**Recognition of Visitors:** Ms. Garcia recognized the Library staff and guests.

**Amendments to the Agenda:** None

**Presentations:** None

**Minutes: May 8, 2023**

A motion was made by Ms. Garcia and seconded by Ms. Milschewski to approve the minutes as presented. Roll call: Millen-yes, Reifsteck-yes, Schumacher-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes. Carried 7-0.

**Correspondence:**

Ms. Augustine said a letter was received from the Secretary of State saying they had received the library's per capita grant application. A check for \$31,761.18 will be received by the library in August.

**Public Comment:** None

**Friends of the Library Report:**

Ms. Neustrom reported they have a balance of \$20,542.78 minus \$12,985 approved for programs. She said the account still has money from mini-golf as well. After their morning meeting, they had a discussion about the upcoming book sale. They also decided to donate books left after the summer sale and the organization that took the books last year offered to take the leftover books again this year.

**Staff Comment:** None

**Report of the Treasurer:**

**Financial Statement**

Ms. Milschewski noted that ants were purchased as well as ant bait! Ms. Augustine explained that an ant farm was purchased for the children's department and the bait was purchased for other purposes.

### **Payment of Bills**

Ms. Milschewski made a motion to pay the bills (including some from both FY 2023 and FY 2024) as follows and it was seconded by Ms. Garcia.

\$19,517.93	Accounts Payable
\$50,691.95	Payroll
<b>\$70,209.88</b>	<b>Total</b>

Roll call: Reifsteck-yes, Schumacher-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes. Carried 7-0.

### **Report of the Library Director:**

Ms. Augustine reported the following:

1. Summer reading program being held June 1 – July 31, with programs every day, as many as 5 per day.
2. A honey bee story time will be held at the Farmacy Farmstand.
3. A speaker from Midland Bank will talk to kids about saving money.
4. Partnering with school district 5 times for kindergarten readiness.
5. Mike Curtis will have winter vegetable program with Farmacy Farmstand.
6. Magic show coming next week with 170 registrants, program sponsored by the Friends of the Library.
7. In July a reptile program will be held
8. Mike Curtis presented to the Friends, a list of programs that extends to December.
9. The yearly stats are on page 41 of the agenda, comparing FY 22 to FY 23. Each category has increased greatly. The Director attributed the increase to the Friends for donating the money, to Mike and Jennette for having the programs and to Katelyn Gregory, the marketing person..
10. Ms. Augustine and Parks & Rec Director Tim Evans drafted a memo of the activities promoted by Ms. Gregory and the value she has brought to the library and Parks in her shared position.
11. The Governor has signed a bill today, the first in the nation, assuring that libraries are protected from book-banning.
12. There is an issue with chiller and it was determined that the refrigerant in one of the circuits was contaminated. It was drained, cleaned and new refrigerant will be added. The other cylinder will be tested as well.
13. A new Facilities Manager has been hired and he was given a tour of the library.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:** None

### **New Business:**

#### **Update/Approve Electronic Meeting Participation Policy**

Ms. Augustine said the library had a brief policy in place and it needs to be updated. She has taken the new policy from the Illinois Library Association. The policy states it is in the community's best interest that Board members meet in person. However, the following reasons will be acceptable for remote attendance: business travel, family emergency, personal illness. The absent member will not be counted towards a quorum. She stressed the need for a physical quorum. Twenty-four hour notice for these reasons is required in this policy, unless impractical, however, Ms. Augustine suggested 48 hours since the meeting must be posted 48 hours prior.

Ms. Garcia made a motion to approve the electronic meeting policy with the change to 48 hours notice if unable to attend for the reasons above. Ms. Milschewski seconded. Roll call: Schumacher-yes, Pesola-yes, Milschewski-yes, Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes. Carried 7-0.

**Nomination of Board of Trustee Officers**

The following nominations were made for Board of Trustee officers:

- President: Theron Garcia            Nominated by Mr. Forristall, second by Ms. Schumacher
- Vice-President: Ryan Forristall    Nominated by Ms. Garcia, second by Ms. Millen
- Treasurer: Jackie Milschewski    Nominated by Ms. Schumacher
- Secretary: Rosie Millen            Nominated by Ms. Milschewski, second by Ms. Schumacher

Voting will be done in July and nominations can also be made at that meeting.

**Executive Session:** None

**Adjournment:**

There was no further business and the meeting adjourned at 7:23pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker