

Yorkville Public Library
Board of Trustees Meeting
Monday, May 13, 2024 7:00pm
Michelle Pfister Meeting Room
902 Game Farm Road, Yorkville, IL

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

Roll Call:

Jackie Milschewski-yes, Wendy Gatz-(arr. 7:01pm), Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes, Bret Reifsteck-yes, Jason Hedman-yes, Keri Pesola-yes

Absent: Tara Schumacher

Staff Present:

Library Director Shelley Augustine

Others Present:

Friends of Library President Kathi Murphy

Recognition of Visitors:

President Garcia recognized Ms. Murphy.

Amendments to the Agenda: None

Presentations: None

Approval of Minutes: April 8, 2024

Moved by Ms. Garcia and seconded by Ms. Milschewski to approve the minutes as presented. Roll call: Forristall-yes, Gatz-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Hedman-yes, Pesola-yes, Milschewski-yes. Carried 8-0.

Correspondence: None

Public Comment: None

Friends of the Library Report:

Kathi Murphy said at the Friends meeting today, they passed the budget--up to \$14,000 for adult and kids programs and library items. The quarterly meeting of the new Friends of the Library Board of Directors was held on April 8th.

Staff Comment: None

Report of the Treasurer:

Financial Statement

Treasurer Milschewski noted some of the bills including the spring cleanup at \$8,688 and expenses related to the new chiller, damaged gutters and boiler pump.

Payment of Bills

Ms. Milschewski moved to pay the bills as follows and Ms. Garcia seconded.

Accounts Payable:	\$50,350.70
Payroll:	\$37,643.05
Total:	\$87,993.75

Roll call: Forristall-yes, Garcia-yes, Millen-yes, Reifsteck-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes. Carried 8-0.

Report of the Library Director:

Ms. Augustine reported on the new puzzle spot feature, upcoming programs and services and she noted the library road trip has ended. She also discussed the recent mysterious noise in the IT room. The HVAC company and IT person were called and both systems checked out. Ms. Augustine has met with school staff about students parking in the library lot which sometimes leaves no parking for patrons. It will be revisited in the fall. The Board discussed this and offered several suggestions. The school will purchase a sign indicating the library lot is for library patrons only. It was also suggested to close the back entrance, however, it provides egress for emergencies. The Director also received an email from the attorney that the U.S. Justice Department has new rules requiring all local government to abide by the website accessibility laws for disabilities. There is a deadline of April 26, 2027 to comply and Ms. Augustine will attend webinars regarding this mandate. The website developer suggested a widget to monitor the website for compliance.

City Council Liaison: None

Standing Committees: None

Unfinished Business:

HVAC Update/Chiller Replacement Update

There was a problem with the boiler and pump so Trico replaced some parts and Marshall Electric inspected the electrical connections. Ms. Augustine said a contract and rider have been signed to purchase a new chiller. Preliminary plans have been sent to the engineer and when approved, the chiller will be ordered. It will take approximately 31 weeks to receive it and it is hoped the chiller will be installed after the cooling season. A project schedule will be requested.

Strategic Plan Update

A draft of the Learning Report was included for each Board member. It is a compilation of all the information gathered so far and the Board will review it at their special meeting on June 1. Board members will be asked for input that day as well. The consultant will be present at that meeting and the regular July Board meeting.

New Business:

Cost of Living Adjustment (COLA) Increase

Director Augustine noted the memo included in the agenda packet regarding these increases. She said the 5% increase was already in the budget that was approved. She said the library is at a lower point for staff wages and the increase is needed to retain and recruit staff. She said 2 staff will be leaving this summer. She said this topic might need to be discussed at the Strategic Plan meeting.

Reminder: Saturday, June 1, 2024 Board Retreat

President Garcia reminded the Board members of the special meeting on June 1st to discuss the Strategic Plan.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 7:34pm on a motion by Ms. Garcia.

Minutes respectfully submitted by
Marlys Young, Minute Taker