

**Yorkville Public Library**  
Board of Trustees Meeting  
Monday, October 14, 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:**

Tara Schumacher-yes, Jason Hedman-yes, Keri Pesola-yes, Jackie Milschewski-yes, Wendy Gatz-yes, Ryan Forristall-yes, Theron Garcia-yes, Rosie Millen-yes

**Staff Present:**

Library Director Shelley Augustine

**Others Present:**

Friends of Library member Judy Somerlot

**Recognition of Visitors:**

President Garcia recognized staff and guest.

**Amendments to the Agenda:** None

**Presentations:** None

**Approval of Minutes:** September 9, 2024

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

**Correspondence:** None

**Public Comment:** None

**Friends of the Library Report:**

Judy Somerlot said the Friends will hold a “Let's Be Friends” open house on Saturday, October 19 for current and prospective members. She said plans are underway for the February 2, 2025 mini-golf.

**Staff Comment:** None

**Report of the Treasurer:**

**Financial Statement & Payment of Bills**

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

Accounts Payable:	\$35,728.60
Payroll:	\$39,967.70
Total:	\$75,696.30

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

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

Ms. Augustine reported the following:

1. Director attended ILA annual conference last week.
2. Reported on programs held.
3. A family trivia night will be held October 24<sup>th</sup> and possibly one at Christmas time. Rosati's will provide \$100 worth of prizes.
4. There are 33 students in the ELL classes and there is a waiting list, more volunteers are needed.
5. November 4<sup>th</sup> Hix Brothers will hold a ukelele program.
6. A chess club has formed for kids and teens.
7. Library will participate in BizBoo.
8. Jennette Weiss is having a no-carve pumpkin contest.
9. Ms. Augustine received quote to replace surge protectors on the electric panel.
10. A day of training with PrairieCat was held and staff members attended.
11. Director was appointed to Connect Kendall County Commission to bring broadband to the county.
12. A person who donated money to the library stopped by and his photo was taken and included in the Director report.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:** None

### **New Business:**

#### **Review Per Capita Requirements Chapters 4-6**

Ms. Augustine reviewed additional chapters necessary for the per capita grant funding request which is due in January. These chapters covered access to the library, building and infra-structure maintenance, safety, collection management and resource sharing. She said a space planner will be hired to study space needs in the library. Chapter 7 and 8 were also reviewed at this meeting and Chapters 9-11 will be covered next month.

#### **Discussion/Approve Annual Tax Levy**

Treasurer Milschewski said correspondence was received from City Finance Director Rob Fredrickson in which he outlined options for the annual tax levy. Historically, the library has always asked for the maximum amount allowed by law. The maximum amount figures are shown in "Exhibit A" included in the agenda packet.

Ms. Milschewski moved and Ms. Garcia seconded to direct a letter to the city to request the amount in "Exhibit A" of \$1,377,422, the maximum allowable by law. Roll call: Garcia-yes, Millen-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes. Carried 8-0. Ms. Augustine noted this is the first levy in about 20 years without debt service included which resulted in a \$100 average savings to each residential household.

#### **Review/Discussion on Activity Plan for YPL Strategic Plan 24-28**

Ms. Augustine said this Activity Plan focuses on 3 points of the Strategic Plan which the library will undertake in the next 3-5 years. Those points are to strengthen Community Engagement and Library Services, Optimize Space and Future Growth. The Director and the staff will facilitate these goals. Some of the actions being considered for these 3 goals are to create a "help" directory of community services, library brochure for new residents, transforming the space into multi-functional areas and matching shirts for employees. Ms. Gatz suggested the "help" directory be placed on-line as well as at the front desk. Ms. Augustine said the library could offer other services such as license plate stickers, notary public services, expand hours of operation and many other collaborative ideas. Long-term sustainability will also be addressed.

Mr. Hedman asked if some of the timelines might be tightened and priorities could be established to give more focus for the managers. He also suggested establishing goals according to the budget and recommended differentiating between the new items vs. ongoing items. He offered to share some tools he uses professionally, with the Library Director. President Garcia asked if the managers could determine priorities for their departments, then report to the Director who will then report to the Board. Ms. Millen said a calendar for each year's goals might be helpful.

**Approve Holiday Closures and Board Meeting Dates for 2025**

Ms. Garcia moved to approve the 2025 Yorkville Public Library schedule for Board meeting dates and library closures. Ms. Milschewski seconded. Roll call: Millen-yes, Schumacher-yes, Hedman-yes, Pesola-yes, Milschewski-yes, Gatz-yes, Forristall-yes, Garcia-yes. Carried 8-0.

**Executive Session:** None

**Adjournment:**

As there was no further business, Ms. Garcia moved to adjourn and Ms. Schumacher seconded the motion. Meeting was adjourned at 7:52pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker