

**Yorkville Public Library**  
Board of Trustees  
Monday, October 10, 2022 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

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

**Roll Call:**

Sue Shimp-yes, Keri Pesola-yes, Jackie Milschewski-yes, Darren Crawford-yes, Ryan Forristall-yes, Theron Garcia-yes

Absent: Rosie Millen, Tara Schumacher, Bret Reifsteck

**Staff Present:**

Library Director Shelley Augustine

**Others Present:**

Friends of the Library members: Judy Somerlot, Susan Neustrom, Daniel Chacon

**Recognition of Visitors:**

President Crawford welcomed staff and guests.

**Amendments to the Agenda:** None

**Presentations:** None

**Minutes:** September 12, 2022

The minutes were approved as presented on a motion by Ms. Garcia and second by Mr. Crawford.

Roll call: Shimp-yes, Pesola-yes, Milschewski-yes, Crawford-yes, Forristall-yes, Garcia-yes. Carried 6-0.

**Correspondence:** None

**Public Comment:** None

**Friends of the Library Report:**

Ms. Somerlot introduced a new member, Susan Neustrom, who will serve as Co-President with Ms. Somerlot. Ms. Neustrom said her background is leadership in non-profit groups with a focus on fundraising. She was Executive Director of several non-profits and is on the faculty of National Lewis and DePaul. She hopes to contribute as much as possible.

At the Friends' meeting this morning, the group elected officers. Nine new members have joined since January for a total of 56 members---a combination of individuals and families. Ms. Somerlot said \$2,000 was approved for adult programs for the year and the used book sale was finalized with a profit of \$7,610. They also discussed the Friends' responsibility for mini-golf. President Crawford asked how many boxes of books were donated for the Nigerian library start-up. Approximately 120-130 boxes were contributed. The Friends group also discussed whether to continue to sell the used books in the future or give them to the community.

**Staff Comment:** None

**Report of the Treasurer:**

**Financial Statement & Payment of Bills**

Treasurer Milschewski made a motion to pay the bills as follows and Mr. Crawford seconded:

\$23,815.75 Accounts Payable

\$62,675.90 Payroll

**\$86,491.65 Total**

Roll call: Pesola-yes, Milschewski-yes, Crawford-yes, Forristall-yes, Garcia-yes, Shimp-yes. Carried 6-0.

**Report of the Library Director:**

Director Augustine reported the following:

1. Library staff members and Ms. Garcia attended the ribbon-cutting for the Storywalk and over 400 people attended. Ms. Pesola added that there was much positive feedback from families attending.
2. Ms. Weiss is having a fall reading program and if participants meet their reading goal, they will receive a complimentary ticket to the Chicago Steel Hockey team who is helping sponsor the program.
3. An interactive kids' movie will be shown by Ms. Weiss.
4. The library will participate in the Chamber of Commerce Biz Boo on October 22.
5. Iconic Coffee Shop volunteered to sponsor the 2,000<sup>th</sup> follower on Facebook and a gift card will be awarded.
6. The new cleaning service started this month.
7. A YHS intern will be working with Katelyn Gregory on the mini-golf marketing and will also help Ms. Weiss with increasing exposure of the T.A.G. The intern will work 2 days a week.
8. A meeting was held on September 27 and another will be held October 11 to discuss mini-golf responsibilities. Ms. Gregory has compiled a marketing packet for sponsors.
9. Ms. Weiss and Ms. Iwanski-Goist built a 12-foot scarecrow which is displayed at the Riverwalk.
10. The library partnered with Kendall County Youth Employment Program to secure an intern. An interview was conducted and a person was selected who will work 6 hours a week and is paid for by the program.

**City Council Liaison:** None

**Standing Committees:** None

**Unfinished Business:**

**HVAC Repairs Update**

Ms. Augustine said Trico found 2 humidity sensors that failed and replaced them. A chiller pump diffuser strainer was pulled since Trico suspected it was plugged, however, it was not. She said the library has received the October bill for utilities and comparing it to last year, it was a 60% reduction in usage. The cost savings was only about \$200 due to the rate increase over the year. Trico will replace a boiler control this week which should help the gas usage as well. They also did a cleaning this week. The quote for the emergency work that was done was \$10,800. When the weather is cooler and the chiller will not be running, Trico will check the system for leaks and may increase the glycol at that time which had tested for only 15 degrees and should be at -15 degrees.

**New Business:**

**Approval of Annual Tax Levy**

City Finance Director Rob Fredrickson provided information for the Board to review regarding the tax levy. He said there were three scenarios to choose from and provided dollar amounts for each. Mr. Fredrickson said it is likely that the city will choose to levy on new construction only. After consideration, the Board chose Exhibit A from his email, which would levy the maximum allowed by law in the amount of \$1,041,921 and at a rate of \$10.15 per \$100 of EAV. He noted this will probably be reduced by the county. In the past years, the maximum amount was also levied. Ms. Milschewski made a motion to approve the highest amount as shown in Exhibit A. In discussion, Ms. Augustine said the Board needs to keep the aging building in mind as well as wages, HVAC

issues and other building upgrades. Mr. Crawford seconded the motion to opt for Exhibit A.

Roll call: Milschewski-yes, Crawford-yes, Forristall-yes, Garcia-yes, Shimp-yes, Pesola-yes. Carried 6-0.

**Approval of Library Closing Dates for 2023**

Director Augustine reviewed the proposed closing dates and explained to the Board when holidays will be observed if they fall on the weekend. Trustee Milschewski moved to approve the 2023 holiday schedule as presented and Trustee Garcia seconded. Roll call: Crawford-yes, Forristall-yes, Garcia-yes, Shimp-yes, Pesola-yes, Milschewski-yes. Carried 6-0.

**Approval of Library Board Meeting Dates for 2023**

Ms. Garcia moved and Mr. Crawford seconded to approve the Board meeting dates as presented. Roll call: Forristall-yes, Garcia-yes, Shimp-yes, Pesola-yes, Milschewski-yes, Crawford-yes. Carried 6-0.

**Executive Session:** None

**Adjournment:**

There was no further business and the meeting adjourned at 7:33pm.

Minutes respectfully submitted by Marlys Young, Minute Taker