

MINUTES OF THE JUNE 26, 2023 REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD IN THE COMMUNITY ROOM OF THE LIBRARY AT 10700 CANTERBURY ST, WESTCHESTER, IL

1. **Pledge of Allegiance**
2. **Call to Order and Roll Call** – The meeting was called to order at 7:14 PM by Vice President John Lamberti. Present were President John Lamberti, Vice President Darla Woods, Treasurer Greg Christoff, Secretary Christine Kuffel and Trustee Shannon Flint. Trustee Stephanie Pedersen arrived at 7:19 PM and Trustee Elizabeth Hunter was absent. Also present were Director Fidencio Marbella and Assistant Director Kris Jacobson.
3. **Public Comment** – None
4. **Review of Minutes**
 - A. Regular Meeting, May 22, 2023 – President Lamberti motioned to approve the minutes of May 22, 2023 as presented, seconded by Trustee Flint, 5 ayes, 0 nays, 2 absent, motion carried.
 - B. COTW Meeting, June 12, 2023 – President Lamberti motioned to approve the minutes of June 12, 2023 as presented, seconded by Trustee Flint, 5 ayes, 0 nays, 2 absent, motion carried.
5. **New Business**
 - A. **Payment of Bills** – The library switched from the desktop version of QuickBooks to the online version so the reports will look slightly different going forward. Highlighted bills included:
 - \$2,500 to Astoria for their monthly cleaning plus the annual floor stripping and waxing.
 - \$2,509 to Dunne Cleaning for the annual carpet cleaning.
 - \$4,013 to RAILS for our annual Overdrive subscription.President Lamberti motioned to approve the payment of bills in the amount of \$44,330.90, seconded by Trustee Woods, 6 ayes, 0 nays, 1 absent, motion carried.
 - B. **Report to the Treasurer** – In the absence of Business Manager Allison Muzal Director Marbella reported that in May the library did not receive any tax levy income but did receive \$402.95 in other income and that the library continues to maintain sufficient reserves to cover at least six months of operating expenses. He also reported that Inland Bank will be raising the rate on the library's money market reserve account from .05% to 4.25%. In the Schwab reserve account a \$100,000 CD will be maturing and those funds will be rolled over into another one month CD. President Lamberti motioned to approve the Report to the Treasurer, seconded by Secretary Kuffel, 6 ayes, 0 nays, 1 absent, motion carried.
 - C. **Create Policy 1.8 Reconsideration Process and Revise Policy 1.1 Materials Selection** – Secretary Kuffel recommended changing the name of the policy from Reconsideration Process to Reconsideration Request. The board also requested that Director Marbella ask the library's attorneys whether or not minors can request reconsiderations without parental permission. The board tabled this matter until the library receives more information from the attorneys.
6. **Director's Report** – Director Marbella reported receiving positive feedback about the drawing and painting programs being held by Heidi and Sarah H. and that the state may soon begin funding a package of databases for all libraries in Illinois. The library will also be participating in the GROW commission's Reuse-A-Palooza in September. Secretary Kuffel motioned to approve the Director's Report, seconded by Trustee Pedersen, 6 ayes, 0 nays, 1 absent, motion carried.
7. **Unfinished Business** – Director Marbella asked if any board members will be attending the Fourth of July parade.

8. Board Member Comments – None

9. Public Comment – None

10. Executive Session – President Lamberti motioned that the Board go into executive session for the purpose of discussing the library director's annual review pursuant to Section 2 (c) (1) of the Illinois Open Meetings Act, seconded by Secretary Kuffel, roll call vote was taken with President Lamberti, Vice President Woods, Secretary Kuffel, Treasurer Christoff, Trustee Pedersen and Trustee Flint aye, 0 nay, 1 absent, motion carried and the board entered Executive Session at 8:18 PM. At 8:26 PM the board reentered Open Session.

11. Adjournment – Treasurer Christoff motioned to adjourn, seconded by Vice President Woods, roll call vote was taken with President Lamberti, Vice President Woods, Secretary Kuffel, Treasurer Christoff, Trustee Pedersen and Trustee Flint aye, 0 nay, 1 absent, motion carried and the meeting was adjourned at 8:27 PM.

Submitted by Fidencio Marbella, Director, Westchester Public Library