



Thomas Ford Memorial Library
Board of Trustees
Minutes of the May 25, 2021

Fahrenbach called the meeting to order at 7:00 p.m.

Present: Baker, Carroll, Deneen, Fahrenbach, Foster, Hanson (arr. 7:11 p.m.), Kartsounes, Montgomery, Thometz, Yeakey

Also present: Bodewes, Lewandowski

MOTION: Minutes of the April 27, 2021 meeting of the Board of Trustees

Foster moved to approve as presented the minutes of the April 27, 2021 meeting of the Board of Trustees. Carroll seconded the motion. All approved.

Board of Trustees Transition and Election of Officers for 2021-2023

Having been formally sworn in immediately prior to the regular Board meeting by Village Clerk Tymick, newly elected trustees Stephen Baker, Ann Marie Kartsounes and Dan Montgomery and second-term trustees Fahrenbach and Foster were seated for office. Retiring Board members Abbie Deneen, Kathleen Thometz and Meg Yeakey were presented with flowers, Davanti giftcard, and books (to be added to the Library's collection in their honor), thanked for their service and wished well in all future endeavors. Deneen, Thometz and Yeakey expressed appreciation to the Board, Bodewes and Lewandowski for making their service as trustees so rewarding particularly during such interesting times including the Library renovation and Covid-19 pandemic; they departed at 7:15 p.m. The slate of officer nominations was presented, discussed and elected. Board committee assignments will be determined at the next meeting.

MOTION: Election of Library Board Officers for 2021-2023

Hanson moved to re-elect Margaret Fahrenbach as Library Board President and Carol Foster as Library Board Treasurer, and to elect Jean Carroll as Library Board Secretary for the 2021-2023 term. Kartsounes seconded the motion. The motion was approved by acclamation.

Treasurer's Report

Bodewes reviewed the April 2021 treasurer's report. All expenditures are of the usual sort. It was noted that the final expenditure has closed Building Improvement Fund #935. The Timber Trails Fund, established to capture community impact fees paid by the Timber Trails property developer, was reviewed for the information of new trustees.

April 2021 fund balances and vendor list:

Library Operating Fund #920	\$941,397.15
Graham Trust Fund #925	\$274,383.33
Building Maintenance Fund #930	\$136,148.74
Building Improvement Fund #935	\$0
Capital Fund #970	\$107,367.25
Timber Trails Fund #950	\$69,455.11
Debt Retirement Fund #940	\$141,950.44
Vendor List April 2021	\$137,596.06

MOTION: April 2021 Treasurer's Report

Carroll moved to approve the April 2021 treasurer's report and vendor list. Baker seconded the motion.

Roll Call:

Baker AYE
Carroll AYE
Fahrenbach AYE
Foster AYE
Hanson AYE
Kartsounes AYE
Montgomery AYE
All approved.

Librarian's Report

- **Departing Trustees.** Bodewes recognized the contributions of retiring Trustees Abbie Deneen, Kathleen Thometz and Meg Yeakey.
- **The Summer Newsletter** which covers June, July and August will be in resident mailboxes this week. The newsletter is full of programs, news, and summer reading club activities. Most programs remain virtual; visits to the Library to pick up materials and claim prizes – and visit staff – are encouraged. We are looking forward to a busy summer at the Library.
- **New Trustee Orientation** is discussed later on the agenda.
- **The Board Member Contact List** (draft) was distributed. Trustee Library email addresses should be used for all official communications. The finalized Contact List will be distributed at the June meeting.
- **Staff News.** We are happy to welcome Izzy Gut as our new Marketing Coordinator. Izzy will have responsibility for the Library's newsletter design, social media platforms and marketing materials for programs and services.
- **Non-Resident Cards** are discussed later on the agenda.
- **Statistics and Departmental Reports** were presented.

Visitors/Public Comment: None.

Communications: None.

Committees:

Friends of the Library

Bodewes reported on the May 11 meeting of the Friends of the Library. The Friends have resumed activity and are accepting book donations. The next planned Book Sale will be in Spring 2022. Library staff will assist with the acceptance of donations. Initiatives include member recruitment and leadership development. It was noted that the Library's Free Bookshelf was very popular with the community during the limited service period.

Old Business

Service Model Update

Effective June 1 the Library will return to regular service hours: Monday through Thursday 9:30 a.m. to 9:00 p.m. and Friday and Saturday 9:30 a.m. to 5:00 p.m. The Library will be closed on Sundays through the summer. Seating, workspaces and computers continue to be re-introduced to the Library. Restrooms are open. The Board Room will return to community use; study rooms and play areas are still unavailable. Newspapers and the Children's Department self-check are also available. Masking requirements continue to follow Illinois Department of Health guidelines. Services will continue to be re-introduced with the anticipated continued improvement of public health statistics.

New Business

Review of Non-Resident Card Cost

The Thomas Ford Library offers library service to residents of surrounding communities without libraries. The Illinois State Library requires that the cost of a non-resident card be figured annually. Predicated on the average household support of the Library by residents, it is recommended that the cost of a non-resident card increase to \$390.00 from the current cost of \$385.00.

MOTION: Hanson moved that the cost of a non-resident card purchased at the Thomas Ford Memorial Library increase to \$390.00 for the year beginning June 1, 2021 and ending May 31, 2022. Foster seconded the motion. All approved.

New Trustee Orientation

The new trustee orientation will be held on June 22, 2021 at 5:00 p.m. immediately prior to the regular Board meeting. The meeting will review such items as the budget process, the strategic plan, the importance of intellectual freedom, Board policies, and pending building projects, as well as Freedom of Information and Open Meetings Act compliance.

There being no other business, Hanson moved to adjourn at 8:06 p.m.; Carroll seconded the motion. All approved.

The next regular meeting of the Board of Trustees will be held on Tuesday, June 22, 2021.

Respectfully submitted,

Kathleen Lewandowski
Recording Secretary