



**Thomas Ford Memorial Library**  
Board of Trustees  
Minutes of the May 23, 2023

Fahrenbach called the meeting to order at 7:02 p.m.

Present: Baker, Carroll, Fahrenbach, Foster, Kartsounes (arr. 7:04), Montgomery Absent: Hanson

Also present: Bodewes, Lewandowski

**MOTION: Minutes of the April 25, 2023 meeting of the Board of Trustees**

Montgomery moved to approve as presented the minutes of the April 25, 2023 meeting of the Board of Trustees; Foster seconded the motion. All approved.

**Board of Trustees Transition**

Having been formally sworn in immediately prior to the regular Board meeting by Village Clerk Tymick, second-term Trustee Jean Carroll was seated for office. Trustee-elect Adam Fuelleman, who was not present, will be seated at the June Board meeting. Retiring Board member Cheryl Hanson, who was not present, was recognized for her service; selected books will be added to the Library's collection in her honor.

**Treasurer's Report**

Bodewes reviewed the April 2023 treasurer's report. Significant tax revenue continues to arrive; Illinois Funds interest is high. Noted expenditures are ALA conference attendance and elevator repair. All other income and expense is of the usual sort.

**April 2023 Treasurer's Report**

Library Operating Fund #920	\$1,257,785.07
Graham Trust Fund #925	\$279,127.20
Building Maintenance Fund #930	\$209,990.47
Capital Fund #970	\$111,286.57
Timber Trails Fund #950	\$71,990.48
Debt Retirement Fund #940	\$162,171.22
April 2023 Vendor List	\$113,596.40

**MOTION: April 2023 Treasurer's Report**

Baker moved to approve the April 2023 treasurer's report and vendor list; Kartsounes seconded the motion.

**Roll Call:**

Baker AYE

Carroll AYE

Fahrenbach AYE

Foster AYE

Kartsounes AYE

Montgomery AYE

All approved.

### Librarian's Report

- **Non-Resident Cards** are discussed later on the agenda.
- **The Summer Newsletter** has been delivered to the printer and will be in residences the last week of May. Once again it is full of programs, news, and summer reading club activities. Summer Reading visits have begun in local schools and the theme of the summer is "Find Your Voice."
- **House Bill 2789.** There has been a good deal of media attention on House Bill 2789. Both the Illinois House and Senate have passed this bill that would prohibit libraries from banning books or other material because of partisan or doctrinal pressure. Though many libraries, including ours, are already in compliance with the terms of this proposed amendment, there is significant interest in the bill throughout the state. The bill is an initiative of Secretary of State Alexi Giannoulias, whose office oversees the Illinois State Library and administers several grant programs for public and school libraries as well as adult literacy programs throughout the state.
- **ALA Annual Conference.** The American Library Association's annual conference is in Chicago, June 22-27. A large number of staff are able to attend the multi-day conference. This is a wonderful professional development occasion for staff and it includes the opportunity to learn, network and explore our dynamic profession. Staff reports will be shared with the Board. Bodewes will follow up with Board members interested in attending the conference.
- **Department Head Presentations** will begin at the June Board meeting.
- **Statistics, Departmental, and Professional Development Reports** were presented.

Visitors/Public Comment: None.

Communications: McClure 7th Graders displayed outside the Library for community enjoyment *Odes to Thomas Ford Library*, wonderful original poems dedicated to the Library, the reading train, the teen/tween room and books! A bequest in the amount of \$5,000 was received from the B.L. Feldt estate. A donation for children's books was given in appreciation of Uma and the YS team.

### Committees:

#### **Building and Grounds**

Bodewes reported on building projects.

- The landscape walkway paver project has been completed and it looks great.
- Sprinklers have been serviced; repair of minor parkway damage from last year is scheduled.
- The annual fire inspection was passed.
- A planned ComEd power outage provided the opportunity to test the operations of the server and telephone backup systems installed in 2022. Everything performed as expected.

#### **Library Friends**

At the May 10 meeting funds supporting Adult and Teen/Tween summer reading prizes were approved in the amount of \$2,500. Acceptance of book donations has resumed in preparation for the Fall book sale; the book sale date will be determined at the July meeting. The Board expressed appreciation to the Library Friends for their generous support of summer programming.

## Old Business

### **Election of Officers for 2023-2025**

The slate of officer nominations was presented, discussed and elected.

### **MOTION: Election of Library Board Officers for 2023-2025**

Kartsounes moved to re-elect Margaret Fahrenbach as Library Board President, to elect Jean Carroll as Library Board Treasurer, and to elect Carol Foster as Library Board Secretary for the 2023-2025 term. Montgomery seconded the motion. The motion was approved by acclamation.

### **Board Committee Assignments for 2023-2025**

Fahrenbach presented Library Board Committees assignments: Finance – Carroll (chair), Baker, Foster, Fuelleman; Building and Grounds – Montgomery (chair), Foster, Fuelleman; Personnel – Baker (chair), Carroll, Kartsounes. Fahrenbach serves ex officio on all committees. Additionally, Montgomery will continue to serve as Liaison to the Library Friends and Kartsounes will continue to serve as Liaison to the Library Foundation.

### **Library Door Replacement**

Bodewes presented an update on the door replacement projects. After discussion, the recommendation was accepted to replace the main entry door in 2023. The east-side door will also be replaced this year. Remaining door projects will be slated for 2024.

## 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, as well as an increased population determined in the 2020 census, it is recommended that the cost of a non-resident card decrease to \$390.00 from the current cost of \$400.00.

**MOTION:** Foster moved that the cost of a non-resident card purchased at the Thomas Ford Memorial Library decrease to \$390.00 for the year beginning June 1, 2023 and ending May 31, 2024. Carroll seconded the motion. All approved.

### **Computer Use Policy Review**

Bodewes presented for review the Computer Use Policy (TFML Policy No. 4). The recommendation to update the user age to be consistent with the Circulation Policy user age was accepted.

**MOTION:** Baker moved to approve as presented the Computer Use Policy; Montgomery seconded the motion.

### **Roll Call:**

Baker AYE

Carroll AYE

Fahrenbach AYE

Foster AYE

Kartsounes AYE

Montgomery AYE

All approved.

**Meeting Room Policy Review**

Bodewes presented for review the Meeting Room Policy (TFML Policy No. 11). The policy was reviewed by staff and revised to expand and clarify room usage instructions, reservation timing, room set up/clean up.

**MOTION:** Carroll moved to approve as amended the Meeting Room Policy; Foster seconded the motion.

Roll Call:

Baker AYE

Carroll AYE

Fahrenbach AYE

Foster AYE

Kartsounes AYE

Montgomery AYE

All approved.

There being no other business, Kartsounes moved to adjourn at 8:24 p.m.; Carroll seconded the motion. All approved.

**The next regular meeting of the Board of Trustees will be held on Tuesday, June 27, 2023.**

Respectfully submitted,

Kathleen Lewandowski

Recording Secretary