



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, October 20, 2021 was held at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7:00 pm
2. Upon roll call the following were present: President Whitman, Vice-President Gies, Secretary Snow, Treasurer Swainson, Trustee Demes-O'Brien, Trustee Donaldson, and Trustee Hightower. Also present were Kate Buckson, Executive Director, and Patricia Harwood, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of visitor(s): None
5. Public comment: None
6. Presentation from Megan Harte and Jamie Zaura from 845 Design Group Architects, and Brad Wigh and Dustin Hengstebeck from Boldt. Ms. Harte reviewed with the Board the floor plans for the Exterior and the Interior of the library. She explained they will be looking at colors and phasing of what needs to happen next. Mr. Hengstebeck, reviewed the budget for the exterior and the interior. He explained that some of the materials could be backlogged up to 24 plus weeks.
7. Staff report: Janet Tencza, Marketing Coordinator, started in February 2020 with a Marketing and Graphics Design Degree. Using social media throughout the pandemic, Janet was able to get the word out about the library, programs, and other services. On the creative side Ms. Tencza enjoys working with art work, such as the window clings that are hung throughout the library as an example, and working on the comic Cal the Library Canine. A couple of upcoming promos for Ms. Tencza, is working with Christina McPhail, Program Coordinator, on the Community Park District of La Grange Park Story Walk boards that will be located along the path up to the outdoor theater behind the library. Both President Whitman and vice-president Gies liked the eye catching programs & comics on the social media and thanked Ms. Tencza for her great work. Ms. Buckson added that Ms. Tencza was new to library world and has done a phenomenal job, she is always up for a new challenge, very proactive, she is very charitable, a positive impact on our patrons and the community, and wonderful to work with.
8. Trustee reports: None
9. Directors Report: Buckson reported to the board about the change in the Fund Balance adding the New Bond line item as we complete the old bond. Buckson explained the outcome of the Grant from the State of Illinois. We were in line for funding but we were in the middle of the pack; we landed 6 out of 13 places. Buckson suggested to the board to start an email campaign asking our state legislators to ask the federal government for more funds. Our State Legislators are La Shawn Ford, Kimberly Lightford and Speaker of the House, Emanuel Chris Welch. There are other grants we could apply for, but that puts us in a tricky time line with the State Grant.
10. Gies motioned, seconded by Snow, to approve the Consent Agenda. Motion passes with 7 Ayes, 0 Nays, 0 Abstain; Gies, Snow, Hightower, Donaldson, Demes O'Brien, Swainson, and Whitman.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$ 35,069.80  
Checks from Wintrust Bank numbered: 35959-35993
11. Unfinished business:
  - a. Gies motioned, seconded by Snow, to approve the Intergovernmental Agreement with Community Park District of La Grange Park. Motion Passed with 7 Ayes, 0 Nays, 0 Abstains.



12. New Business:
  - a. Gies motioned, seconded by Snow, to approve the Resolution 2021-8R Estimate of Funds Needed for Fiscal Year 2021-2022 Motion Passed with 7 Ayes, 0 Nays and 0 Abstains; Gies, Snow, Hightower, Donaldson, Demes O'Brien, Swainson, and Whitman.
  - b. Snow motioned, seconded by Gies, to approve the Ordinance 2021-6 Tentative Levy Ordinance for Fiscal Year 2021-2022 Motion Passed with 7 Ayes, 0 Nays, and 0 Abstains; Snow, Gies, Hightower, Donaldson, Demes O'Brien, Swainson, and Whitman.
13. Communications (includes emails to the board) Buckson reported to the board, starting on October 15 the SWAN consortium started purging records that have not been used within the last 3 years, this will make a difference in numbers on the statistic sheet. We had no Unclaimed Property to report per the State of Illinois. Finally, there is no election in Fall 2021 or in Spring 2022, the Cook County Clerk's Elections will need the facility on June 28, 2022 as a polling place, and then again on November 8, 2022.
14. Executive session: None
15. Gies motioned, seconded by Snow, to adjourn. All in favor, motion passes. Meeting adjourned at 8:54pm.