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## MEETING MINUTES

A public hearing on the Budget and Appropriation Ordinance for the Fiscal Year 2024-2025 was conducted from 6:30-6:34pm. The purpose of the hearing was to provide time for members of the public to comment on the ordinance prior to the WPLD Board of Trustees vote on the ordinance. Trustees Cox, Di Lorenzo, Fishman, O'Keefe, Sennett and Sommer attended the hearing. Trustee Nealon was absent. There were no public comments.

I. Call to Order and Roll Call.

President Fishman called the meeting to order at 6:34pm. Secretary Di Lorenzo called the roll.

PRESENT: Trustees Cox, Di Lorenzo, Fishman, O'Keefe, Sennett, Sommer, Director Auston  
ABSENT: Trustee Nealon

VISITORS: Georgia Gephardt – League of Women Voters

STAFF: Marti Bellefontaine, Cathleen Blair, Ethan Herdrich, Andrea Vaughn Johnson, Marcos Levy

II. Review draft of July 16, 2024 Regular Board Meeting Minutes. Trustee Sommer moved approval of the July 16, 2024 Regular Board Meeting Minutes, as presented. Trustee Sennett seconded the motion. There was no discussion.

Aye – Cox, Di Lorenzo, O'Keefe, Sennett, Sommer, Fishman

Nay – None

Abstain – None

Absent or not voting – Nealon

MOTION CARRIED.

III. Public Comment. None.

IV. Presentations. Proclamation in Honor of Harold Rabin's 100<sup>th</sup> Birthday.

President Fishman read aloud the proclamation, and Mr. Rabin and his family expressed gratitude for the valuable role Wilmette Public Library has served in their lives.

V. Treasurer's Report.

A. Financial Report for July 2024. Trustee Sommer shared the following:

- On the balance sheet at the bottom, the number, \$47,963.50 represents net income for the prior year. Once the auditors have completed their work, this number will be folded into the beginning fund balances.

- As Director Auston mentioned in his email, this the first month of the fiscal year and there are a number annual renewals that are paid in the first months. Therefore some expense accounts, like periodicals, appear to be running ahead of their monthly budgets but are actually proceeding according to schedule.
- On the income statement, the gifts/donations amount in July of \$13,874 is \$200 in general library donations, and the rest was funding from the Friends for their sponsorship of library programs.
- The CD chart was reorganized this month to be in order or maturity dates. This is helpful in looking at the planning/timing of the library's investment ladder.
- The check for \$21,615 to Computer View Inc. for computer maintenance is the amount paid to them for quarterly maintenance.
- There was a check to Reaching Across Illinois Library System that totaled \$28,949.74. I looked at the same check written last year, and three checks were written in July 2023 to RAILS that totaled about \$25,000. This year one check was written that totaled about \$29,000 so this single check is in line with last year's expenses.

B. Bills and Salaries Check Detail for July 2024. Trustee Di Lorenzo moved approval of the July 2024 Bills and Salaries Check Detail, as presented. Trustee Cox seconded the motion. There was no discussion.

Aye – Cox, Di Lorenzo, O’Keefe, Sennett, Sommer, Fishman  
 Nay – None  
 Abstain – None  
 Absent or not voting – Nealon  
 MOTION CARRIED.

VI. Action Items.

A. Ordinance No. 2024/25-212, Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024-25. This ordinance was passed in tentative form at the July 16, 2024 meeting of the Board. Trustee O’Keefe motioned approval of Ordinance No. 2024/25-212, Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2024-25 in Final Form, as presented. Trustee Sennett seconded.

Aye – Cox, Di Lorenzo, O’Keefe, Sennett, Sommer, Fishman  
 Nay – None  
 Abstain – None  
 Absent or not voting – Nealon  
 MOTION CARRIED. *The Ordinance is attached.*

B. Policy Update Recommendation: Review and approval of update to Policy 9-5.6 Jury Duty Leave. Trustee Sennett moved approval of the proposed revisions to Policy 9-5.6 Jury Duty Leave, effective August 20, 2024, as presented. Trustee Di Lorenzo seconded. There was no discussion.

Aye – Cox, Di Lorenzo, O’Keefe, Sennett, Sommer, Fishman  
 Nay – None  
 Abstain – None  
 Absent or not voting – Nealon  
 MOTION CARRIED.

- C. Illinois State Library Annual Report (IPLAR) for FY 2023-24. Director Auston noted that IPLAR is the major statistical collection for the Library and as such the data gets reported to the national public library service collection, which helps to inform statistical trending for the industry. IPLAR is also a requirement for the Library's Per Capita Grant application and makes us eligible for a number of other programs within the state. Trustee Sennett motioned to approve IPLAR for 2023-24. Trustee Cox seconded.

Aye – Cox, Di Lorenzo, O’Keefe, Sennett, Sommer, Fishman  
Nay – None  
Abstain - None  
Absent or not voting – Nealon  
MOTION CARRIED.

- VII. Director's Report. Director Auston highlighted a number of details across all departments, including statistics from the past month (such as our recent record of 16,383 unexpired registered cardholders, our highest number of active library cards in recent documented history), updates and activities from our collection teams in their progress of weeding and shifting, a wide range of program highlights, and more.
- VIII. Committees - Report on Meetings.
  - A. ILA / RAILS Updates. No report.
  - B. Intergovernmental Cooperation Committee Update. No report.
- IX. Information Items.
  - A. Communication. Comments from suggestion boxes were distributed at the meeting.
  - B. Three seats on the seven-member WPLD Board of Trustees will be open for the Tuesday, April 1, 2025 election. All seats will be for a full four-year term expiring in April 2029. Election packets containing petition forms and instructions are available in Administration. Completed nomination papers may be filed on weekdays from Tuesday, November 12, 2024 through Monday, November 18, 2024 10:00am – 5:00 pm in Administration. <https://www.wilmettelibrary.info/election-information>
  - C. ILA Annual Conference will be held October 8-10, 2024 in Peoria, IL. Learn more about the workshops and speakers at <https://www.ila.org/events/annual-conference>
- X. New Business. None.
- XI. Adjournment.  
Trustee Sommer moved to adjourn the meeting.  
MOTION CARRIED BY VOICE VOTE. The meeting adjourned at 7:15pm.

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President  
Board of Library Trustees of the  
Wilmette Public Library, Cook County, IL

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Secretary  
Board of Library Trustees of the  
Wilmette Public Library, Cook County, IL