

MEETING MINUTES

I. Call to Order and Roll Call.

President Fishman called the meeting to order at 6:30pm. Secretary Di Lorenzo called the roll.

PRESENT: Trustees Cox, Di Lorenzo, Sennett, Fishman, Director Auston

ABSENT: Trustees Nealon, O'Keefe, Sommer

VISITORS: Liz Seager (League of Women Voters), Eric Bederman, Matthew Pasko

STAFF: Alex Barzallo, Marti Bellefontaine, Cathleen Blair, Sandra Discepolo, Andrea Vaughn Johnson, Linnea Lundberg

II. Review draft of November 19, 2024 Regular Board Meeting Minutes. Trustee Sennett moved approval of the November 19, 2024 Regular Board Meeting Minutes, as presented. Trustee Di Lorenzo seconded the motion. There was no discussion.

Aye- Cox, Di Lorenzo, Sennett, Fishman

Nay- None

Absent or not voting – Nealon, O'Keefe, Sommer

MOTION CARRIED.

III. Public Comment. None.

IV. Presentations. None.

V. Treasurer's Report.

A. Financial Reports for November and December 2024. Trustee Cox presented the report:

- In November we received approximately \$116,000 in general fund property taxes and \$128,934 in total which is reflected on the second Profit & Loss statement, all funds. In December \$27,833 in general fund taxes were received.
- As noted in the notes to the financial statements for both months, interest income continues to be robust as we benefit from our CD investments. Finance Manager Discepolo and Director Auston continue to evaluate the CDs and the maturity dates to ensure they are taking advantage of the best rates they can while monitoring the ladder.
- In the December Treasurer's Report, we had 3 PMA CDs reach maturity; all 3 were reinvested for 12 months. We also discovered that one of our 5th/3rd Special Reserve Fund CDs was called on December 30. Generally, we do not invest in callable securities, but apparently one slipped through last year. We reinvested those funds in a new 5th/3rd CD this month, and that will be reflected on the January CD report. There are 2 5th/3rd General Fund CDs maturing in January, and we'll reinvest those as well.

- In November and December, there were a number of checks to HP, Inc. for the computer replacement project which were properly classified as Special Reserve Fund expenditures. Through December, we have spent \$211,370 of the total amount approved by the board of \$242,915.
 - In November, there was one check to Engberg Anderson Architects in the amount of \$6,365. The total spending for the space needs assessment project was \$25,408.48, which is slightly more than the amount approved by the board of \$25,000 including contingencies.
 - In total, there were \$67,190 in Special Reserve Fund disbursements in November.
 - In December, there was one Special Reserve Fund disbursement in the amount of \$110,000 for the computer replacement project.
 - There was a check to PMA Services in the amount of \$3,525 for PMA’s consulting services in conjunction with our long range financial planning work related to the levy and impacts of possible capital improvement projects on the Special Reserve Fund.
 - On the Balance Sheets each month, in the Equity Section, the Current Fund Balance represents the net income for all classes from the year ending June 30, 2024. This will be rolled into the Beginning Fund Balances as an adjustment before the next board meeting.
- B. Bills and Salaries Check Detail for November and December 2024. Trustee Cox moved approval of the November and December 2024 Bills and Salaries Check Detail, as presented. Trustee Sennett seconded the motion.
- Aye- Cox, Di Lorenzo, Sennett, Fishman
 Nay- None
 Absent or not voting – Nealon, O’Keefe, Sommer
- MOTION CARRIED.

VI. Action Items. None.

VII. Director’s Report. Director Auston noted the following from his report:

- Director Auston and Trustees Cox and Fishman participated in the annual LWV - Wilmette Student Government Leaders program along with other units of local government as D39 eighth graders interviewed government staff and elected officials about their work before they create their own mock governments. We’re always honored to participate and see the next generation of leaders develop.
- The library is seeing a return to pre-pandemic door counts (on average 800 patrons a day – and several days with over 1,100 during finals last December). Physical circulation continues to perform well and is consistent with our past 4 years, while digital circulation is going amazingly with a 20% increase over 2023.
- Collection staff are doing tremendous work with maintenance, weeding, shifting, selection, curation, and display of materials.
- Adult Services and Digital & Maker Services have each established their own distinct service desks with a new service model on the first floor.
- Wilmette Reads and Winter Reading Club are in full swing and got an early boost before the holiday break this year.

- Staff coordinated and presented an extraordinary volume of community engagement and outreach in the past few months across our public service teams. Youth engagement was especially robust, including our first time ever dispatch of our School Engagement Librarian to promote Winter Reading. Tremendous partnerships with the League, Women’s Club, Chamber of Commerce, Mather, so many schools and preschools, and more.
- In another first this winter, the library grew its partnership with School District 39 to serve as a host for over 80 teachers to participate in staff development here at the library.
- Our Winter newsletter is overflowing with entertaining and educational programs. Some of our recent events drew hundreds, including our annual New Years Eve concert, Woody Guthrie program, and Diwali celebration.

VIII. Committees – Report on Meetings.

- A. ILA/RAILS Update. Director Auston reported that ILA has acquired the popular inter-library programming partnership, Illinois Libraries Present. No RAILS Report this month.
- B. Intergovernmental Cooperation Committee Report. President Fishman noted the next meeting will be January 22.

IX. Information Items.

- A. Communication. Comments from the suggestion boxes were distributed at the meeting.

X. New Business. None.

XI. Adjournment. Trustee Di Lorenzo moved to adjourn the meeting.

MOTION CARRIED BY VOICE VOTE. The meeting adjourned at 7:13pm.

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

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