



MEETING MINUTES

I. Call to Order and Roll Call.

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

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

ABSENT: None

VISITORS: Georgia Gebhardt – League of Women Voters, residents Eric Bederman and Linda Diekman

STAFF: Marti Bellefontaine, Cathleen Blair, Ethan Herdrich, Marcos Levy

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

Aye- Cox, Di Lorenzo, Nealon, O'Keefe, Sennett, Sommer, Fishman

Nay- None

Absent or not voting - None

MOTION CARRIED.

III. Public Comment. None.

IV. Presentations. None.

V. Treasurer's Report.

A. Financial Reports for January 2024. Trustee Sommer report:

- In regards to our investments, all 3 of our General Fund CDs that matured this month were re-invested. 2 were for 24 months, 1 was for 30 months to expand our ladder and capitalize on the available rates with rates from 4-4.5%. We have one more CD maturing on February 29 in the GF, and two in early March in the SRF and Director Auston is planning to re-invest all 3, as well as all of the forthcoming CDs through July. We'll have to discuss our strategy for the SRF CDs maturing from September 2024 – May 2025, accounting for about \$2M. We will work with financial consultant and ask his advice, given the scenario of planning for a possible renovation project and when we should invest and/or take a penalty on an early withdrawal, if ever.
- On the Balance Sheet, the negative balance in Operating Checking includes checks written and not yet cleared the bank. Director Auston checks the bank balances daily and transfers funds as needed so the account is not actually overdrawn at any time.

- The check for Krueger International for \$5,871 was for the new networked computer table that houses patron PCs 1-4. This table replaces an old study from the 1950s and was a planned expense at the beginning of the year.
- Check to Interactive Building Solutions in the amount of \$31,185 is a check for the BAS system project. The final check to IBS for this project was paid in February and will show in next month's check detail report.
- The check for Cooperative Computer Services in the amount of \$22,029 is for services associated with the library catalog and is a membership fee paid quarterly.

- B. Bills and Salaries Check Detail for January 2024. Trustee Cox moved approval of the January 2024 Bills and Salaries Check Detail, as presented. Trustee Sommer seconded the motion.
 Aye- Cox, Di Lorenzo, Nealon, O'Keefe, Sennett, Sommer, Fishman
 Nay- None
 Absent or not voting - None
 MOTION CARRIED.

VI. Discussion Items.

- A. Review of Illinois Standards for Public Libraries. To assist with our Per Capita Grant application process, and to provide necessary baseline context for our Local Government Efficiency Committee in their overall evaluation of the library, Director Auston provided a detailed verbal review and an accounting of WPLD's compliance in his review of the *Serving Our Public 4.0: Standards for Illinois Public Libraries* checklists.
- B. Local Government Efficiency Committee Meeting. The board invited its 2 volunteer community members, Eric Bederman and Linda Diekman, to the table to participate in this portion of the meeting. Director Auston provided an overview of the next steps in the study and reporting process, which will include a degree of homework for the committee in reviewing relevant statutes, documents, policies, and intergovernmental agreements in an effort to illustrate the ways that Wilmette Public Library is both effective and efficient in meeting its goals and serving our community. The group will convene at a future meeting to discuss its progress on reporting and share a draft of their findings. The final report will be approved and delivered to the county by the end of 2024.

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

- Physical circulation was strong in January, keeping near identical pace with FY22-23, and digital circulation continues with its exponential growth trend (January again set a WPL record for Overdrive with 19,512 items loaned, increasing 7% over our record high in December)
- Door counts are remarkable and increasing overall, as we serve on average 700 users each day - rebounding strongly from our pandemic years, though still off the mark from our 2019 traffic.
- All service desks are tracking their public service contacts via our new data management system Gimlet.
- We accomplished 3 Strategic Plan goals since the last board meeting: the Studio officially opened on January 24, we completed the Building Automation System project, and today we officially migrated our telephone system to our new cloud-based system.

- We have 3 vacancies on our team at the moment: Youth Services is in the process of selecting a new part-time associate, the Finance Manager position is open through February 23, as is the internal opportunity for ILL Coordinator.

VIII. Committees – Report on Meetings.

- A. ILA/RAILS Update. No Report.
- B. Intergovernmental Cooperation Committee Report. Trustee Nealon reported the next meeting will be March 4 at 5pm.

IX. Information Items.

- A. Communication. Comments from the suggestion boxes were distributed at the meeting.
- B. The Public Library Association (PLA) Conference is April 3-5 in Columbus, OH. See <http://placonference.org/> for more information.

X. New Business. None.

- XI. Adjournment. Trustee Sommer moved to adjourn the meeting.
MOTION CARRIED BY VOICE VOTE. The meeting adjourned at 7:30pm.

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