

MEETING MINUTES

I. Call to Order and Roll Call.

President Fishman called the meeting to order at 6:30pm. Trustee O’Keefe called the roll.

PRESENT: Trustees Cox, Fishman, Nealon, O’Keefe, Sennett, Director Auston

ABSENT: Trustees Di Lorenzo, Sommer

VISITORS: Liz Seager – League of Women Voters, patron Drew Beharelle

STAFF: Marti Bellefontaine, Sandra Discepolo, Andrea Vaughn Johnson, Marcos Levy, Linnea Lundberg, Michael Pocrnich

In trustee Di Lorenzo’s absence, trustee Nealon moved to appoint trustee O’Keefe as secretary pro tem for this meeting. MOTION CARRIED BY VOICE VOTE.

II. Public Comment. None.

III. Review draft of August 20, 2024 Regular Board Meeting Minutes. Trustee Cox moved approval of the August 20, 2024 Regular Board Meeting Minutes, as presented. Trustee Sennett seconded the motion. Trustees discussed attachments to board minutes.

Aye – Cox, Nealon, O’Keefe, Sennett, Fishman

Nay – None

Abstain – None

Absent or not voting – Di Lorenzo, Sommer

MOTION CARRIED.

IV. Presentations. None.

V. Treasurer's Report.

A. Financial Report for August 2024. Trustee O’Keefe shared trustee Sommer’s report:

- I compared the monthly interest income for the Special Reserve Fund of \$15,046 to that of the monthly interest earned for the General Fund of \$59,251. I then looked at the CD listing for SRF and the GF and their balances were \$5,093,350 and \$2,354,473, respectively. At first glance you would think the interest for the SRF should be higher than that of the GF but the GF interest is about 4.5 times higher. This is due to the fact there is approximately \$6.5 million in the GF MaxSafe account earning about 5.68%. Therefore, the interest income numbers for each fund appear reasonable.
- Also, according to Director Auston, since Finance Manager Discepolo started managing daily balances in the bank accounts, the library has been keeping only what’s necessary to pay bills in our operating checking accounts and leaving more in

the money market account until the transfers are necessary. This approach has led us to grow our GF interest this year.

- There was a small check to T-Mobile #57879 for \$126.01 which was recorded as Library Vehicle Expense. This is for the emergency phone which travels with the library van.
- In looking at the Profit and Loss statements (for GF only as well as the statement for all funds) interest income YTD on both the GF only statement (\$59,251) as well as all funds (\$76,835) you will note that the budgeted amount is the same for both statements (\$150k). We did not separately budget interest income for the SRF, so when reviewing that line item and comparing it to amount budgeted it only is meaningful for the GF only Profit and Loss Statement.

- B. Bills and Salaries Check Detail for August 2024. Trustee O’Keefe moved approval of the August 2024 Bills and Salaries Check Detail, as presented. Trustee Sennett seconded the motion. There was no discussion.

Aye – Cox, Nealon, O’Keefe, Sennett, Fishman

Nay – None

Abstain – None

Absent or not voting – Di Lorenzo, Sommer

MOTION CARRIED.

VI. Action Items.

- A. Computer System Replacement Project Recommendation: Director Auston presented staff’s recommendation, that as part of the Strategic Plan, and as identified in the past 2 fiscal years’ Special Reserve Fund project goals, the library’s 8 year-old desktop and 5 year-old laptop computing systems are overdue for update and replacement. Trustee Sennett moved approval of the Computer System Replacement Project Proposal, including a quote from Hewlett-Packard for computer systems equipment in the amount of \$179,825; and a quote from Computer View Inc. for accompanying software, and system installation, configuration, and recycling quote in the amount of \$63,090, for a project total of \$242,915, as presented. Trustee Nealon seconded.

Aye – Cox, Nealon, O’Keefe, Sennett, Fishman

Nay – None

Abstain – None

Absent or not voting – Di Lorenzo, Sommer

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 16,646 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, CCS new members/downtime, Summer Reading highlights, progress on accessibility goals (including our new adult social story), new communications/brochures, staff training, news of our new Assistant Director Renee Grassi, and more.

VIII. Committees - Report on Meetings.

- A. ILA / RAILS Updates. 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>

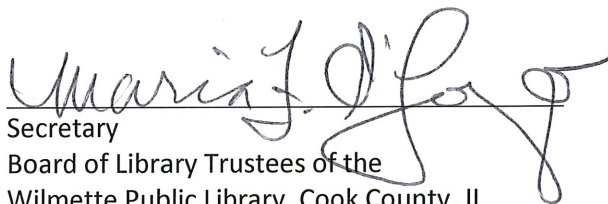
X. New Business. None.

XI. Adjournment.

Trustee O’Keefe moved to adjourn the meeting.
MOTION CARRIED BY VOICE VOTE. The meeting adjourned at 7:08pm.



President *pro tem*
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