



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, March 20, 2024 was held at 7:00pm, at the La Grange Park Village Hall, 447 N. Catherine Ave., La Grange Park, IL 60526.

1. President Gies called the meeting to order at 7:05 pm.
2. Upon roll call the following were present: President Gies, Vice-President Whitman, Secretary Demes-O'Brien, Trustee Snow, Trustee Donaldson and Trustee Hightower. Absent, Treasure Swainson. Also present were Interim Director Gabe Oppenheim and Patricia Harwood, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of Visitor(s): None
5. Public Comment: None
6. Staff Reports: Oppenheim told the board about the closing date of the temporary location and reopening date of the renovated library. He also explained that the return of shelving to the library is dependent on receiving a Certificate of Occupancy from the Village. Whitman stated that the meeting of the Grand Reopening Committee, featuring Christina and Janet, went really well. She appreciated the staff's division of duties; it makes the library work well as a team. Leopardo's team has been very helpful in planning for the celebration as well. Whitman shared the postcard that will be sent out to residents and is really excited about the August celebration, which will include beer and pizza in the parking lot, among other festivities..
7. Trustee reports: Oppenheim and Gies met with Cathy Foster, the Friend's President, and looked over the Friend's space at the renovated library. Ms. Foster was overjoyed with the space. Trustee Snow reminded the board of the LACONI Trustee Banquet being held in Oak Park, IL on Friday, May 3, 2024, from 6-9pm.
8. Whitman motioned, seconded by Snow, to approve the Consent Agenda. Motion passes with 6 Ayes, 0 Nays, 0 Abstain, 1 Absent. Whitman, Snow, Hightower, Donaldson, Demes-O'Brien, and Gies.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$696,630.37
  - c. Checks from Wintrust Bank numbered: 37226-37261
  - d. Checks from First National Bank of Brookfield 1016-1018
9. Unfinished business:
  - a. Building Project Updates - Oppenheim stated the building looks beautiful, and is just about complete. There are repairs that need to be made to the HVAC system by Amber Mechanical. We should be able to receive a Certificate of Occupancy once the repairs are completed. The temporary location will close on April 8, 2024. Hallett Movers will start the move to the main location starting that week. The movers will first deliver the shelving and materials from their warehouse, and will then merge the materials from the temporary location. This process will take about a month to complete. The library will also have a staff in-service on May 1, 2024 while the building is closed.
10. New Business:
  - a. Request for Proposals for Custodial Services – Oppenheim and the board discussed the proposal for a new custodial service.
  - b. Communications: (includes emails to the board) – The board discussed emails regarding a FOIA request from the La Grange Patch.



11. Executive Session: Executive Session for Personnel Review 5 ILCS 120/2(c)(21) -Appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Snow motioned, second by Demes-O'Brien to move into Executive session at 7:25pm. All in favor, motion passed.
12. Snow motioned, second Hightower, to reconvene into Regular session at 7:43pm. All in favor, motion passes.
13. Final Action on Executive session-
  - a. Whitman motioned, second Snow to approve the executive session meeting minutes from February 21, 2024.
14. Adjournment-Snow motioned, seconded by Whitman, to adjourn. All in favor, motion passes. Meeting adjourned at 7:45pm.