



REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, October 16, 2024 was held at 7:00pm, at the La Grange Park Public Library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Gies called the meeting to order at 7:00 pm.
2. Upon roll call the following were present: President Gies, Vice President Whitman, Secretary Demes-O'Brien, Treasure Swainson, Trustee Donaldson, and Trustee Hightower. Absent was Trustee Snow. Also present were Executive 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: Diana DiPierro, Tech Services Coordinator, explained that we are now one of 20 cataloging libraries among the 100 members of the SWAN consortium. This allows us to catalog items that we purchase not listed in the SWAN catalog. Diana can retrieve records from OCLC and catalog it into SWAN. This is a much faster system than having to create a pre-cat record from scratch. Cataloging libraries can also correct any errors found in SWAN's catalog, such as incorrect authors, titles, or series, without having to contact SWAN. Both Diana and Louise have been working hard processing all of the material that has been coming in, in amounts higher than before COVID. Additionally, Diana and Pat have been working on the Book Shop room to prepare for its opening. They have been sorting and shelving donated items, hoping to open to the public by the end of October. Oppenheim told the board that our Children's Librarian Cat Gemkow has been hired for the position of Teen Librarian. An ad for the vacant position in Children's has been posted. Oppenheim also informed the board that we received our last invoice from Leopardo for the renovation. There are a few items remaining to be completed, including the replacement of grass in the back of the building. Once everything is 100% complete we can issue our final report to the state and receive the remainder of grant funds.
7. Trustee reports: None.
8. Whitman motioned, seconded by Demes-O'Brien, to approve the Consent Agenda. Motion passed with 6 Ayes, 0 Nays, 0 Abstain, 1 Absent. Whitman, Demes-O'Brien, Hightower, Donaldson, Swainson, and Gies.
 - a. Minutes of previous meeting(s)
 - b. Invoices to be paid in the amount of \$119,113.86
 - c. Checks from Wintrust Bank numbered: 37506-37539
 - d. Checks from First National Bank of Brookfield numbered 1032-1033
9. Unfinished business: None
10. New Business:
 - a. Whitman motioned, seconded by Demes-O'Brien, to approve Resolution 2024-1R: Estimate of Funds Needed for Fiscal Year 2024-2025. Motion passed, 6 Ayes, 0 Nays, 0 Abstain, 1 Absent. Whitman, Demes-O'Brien, Hightower, Donaldson, Swainson, and Gies.
 - b. Whitman motioned, seconded by Demes-O'Brien, to approve Ordinance 2024-04: Tentative Levy Ordinance for Fiscal Year 2024-2025. Motion passed, 6 Ayes, 0 Nays, 0 Abstain, 1 Absent. Whitman, Demes-O'Brien, Hightower, Donaldson, Swainson, and Gies.
 - c. Whitman motioned, seconded by Demes-O'Brien, to approve renewal of Intergovernmental Agreement with the Community Park District of La Grange Park for snow removal. Motion



passed, 6 Ayes, 0 Nays, 0 Abstain, 1 Absent. Whitman, Demes-O'Brien, Hightower, Donaldson, Swainson, and Gies.

- d. Discussion of Bank Transfer-Oppenheim discussed with the board an upcoming transfer from Evergreen Bank to Wintrust to cover operating funds and a subsequent transfer from Wintrust to First National Bank of Brookfield to keep Special Reserve Funds separate.
11. Communications: (includes emails to the board) – None.
12. Executive Session: Executive Session for Personnel Review 5 ILCS 120/2(c)(21) - Appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Whitman motioned, second by Demes-O'Brien to move into Executive session at 7:23pm. All in favor, motion passed.
13. Whitman motioned, second Hightower, to reconvene into Regular session at 7:25pm. All in favor.
14. Final Action on Executive session-
 - a. Whitman motioned, second Demes-O'Brien, to approve the executive session meeting minutes from August 21, 2024. All in favor.
15. Adjournment-Whitman motioned, second Swainson, to adjourn. All in favor, motion passes. Meeting adjourned at 7:26pm.