



## **DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES**

### **Minutes of the Regular Meeting Thursday, October 17th, 2024**

I. Call to Order.

The meeting was called to order at 7:00 p.m.

II. Roll Call.

Roll call indicated the following trustees were PRESENT: Dr. Gregory Sarlo, Kristen Graack, Denise Hudec, Lisa DuBrock, Robert Flinn, Christine Halblander, Nick Harkovich, Rachel Rice. ABSENT: Michelle Shimon-Hutchison. ALSO PRESENT: DPPL Staff Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley, Lauren Wolf.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A

V. Consideration of the Agenda.

Motion by Graack, seconded by Halblander to accept the agenda as presented.  
VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.  
NAYS: None. MOTION CARRIED.

VI. Public Comments and Questions.

DuBrock complimented acting interim director Laurie Papadourakis for doing a great job presenting DPPL's 2025 budget to City Council.

Sarlo read a public statement apologizing to ABM Commercial Flooring, Inc. and clarified that the statement by a DPPL board member of a small claim against the company was unsubstantiated, and in no way impacted the ultimate selection of the carpeting vendor for an upcoming project.

VII. Consent Agenda.

- A. Approval of the Minutes of the Regular Board Meeting and Finance Committee Meeting - September 2024.
- B. Acceptance of Financial Reports for September 2024.

Acceptance of Reports.

1. Statistics Report for September 2024.
2. Director's Report for September 2024.

Hudec asked that B be pulled.

Motion by Graack, seconded by Halblander to approve A.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

Hudec stated that there was a discrepancy between the reported check amount for the new security camera system and the amount of the actual check written, resulting in an overstatement of the check register of approximately \$61K. The amount requested on the Vendor Checks report will be amended to reflect the difference.

Motion by Hudec, seconded by Graack to approve B.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount \$392,044.36.

Motion by Hudec, seconded by Graack, to Approve Payment of Vendor Checks Report and ACH Payments in the adjusted amount of \$330,943.90 as listed on the vendor checks report of September 2024 and authorize Library Director Jo Bonell to transfer the amount required to the Library's operating account.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

IX. Management Committee Report.

- A. Review and approve Tuition Reimbursement Policy.

Motion by Graack, seconded by DuBrock to approve the proposed Tuition Reimbursement Policy.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

- B. Review and approve Salary and Classification Schedule for 2025.

Motion by Graack, seconded by Hudec to approve the Salary and Classification Schedule for 2025.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

- C. Review and approve changes to job descriptions.

Motion by Graack, seconded by Hudec to changes to job descriptions.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

NAYS: None. MOTION CARRIED.

X. Other.

The Fall Mailing to all residents in Des Plaines features the new Library of Things and included a free tote bag giveaway for all cardholders.

There is a Library of Things Expo on November 9<sup>th</sup>.

XI. Announcements.

None.

XII. Correspondence.

None.

XIII. Adjournment.

Motion by Graack, seconded by Halblander to changes to adjourn.

VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Rice, Sarlo.

The meeting adjourned at 7:20 p.m.