



DES PLAINES PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes of the Regular Meeting Thursday, November 21, 2024

I. Call to Order.

The meeting was called to order at 7:01 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, Michelle Shimon-Hutchison. ABSENT: Rachel Rice. ALSO PRESENT: DPPL Staff Laurie Papadourakis, Heather Imhoff, Joanie Sebastian, Michelle Meyer-Edley, Lauren Wolf; and Friends of the Library President John Leach.

III. Pledge of Allegiance.

IV. Vote to invoke the Remote Participation Policy.

N/A.

V. Consideration of the Agenda.

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

VI. Public Comments and Questions.

None.

VII. Consent Agenda.

- A. Approval of the Minutes of the Special Meeting, Management Committee Meeting and Regular Board Meeting - October 2024.
- B. Acceptance of Reports for October 2024.
 - 1. Statistics Report for October 2024.
 - 2. Director's Report for October 2024.

Hudec asked that section B2 be pulled.

Motion by Graack, seconded by Halblander to accept the Consent Agenda as presented, minus B2. VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

Hudec stated that Early Voting at DPPL went very well and both she and Acting Interim Director Papadourakis thanked staff for their work in supporting the process.

Motion by Hudec, seconded by Graack to accept B2 of the Consent Agenda. VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

VIII. New Business.

- A. Approve Payment of Vendor Checks Report and ACH Payments in the amount \$529,415.91.

Motion by Hudec, seconded by Shimon-Hutchison, to Approve Payment of Vendor Checks Report and ACH Payments in the amount of \$529,415.91 as listed on the vendor checks report of October 2024 and authorize Library Director Jo Bonell to transfer the amount required to the Library's operating account.

- B. 2023 - 2025 Strategic Goals Review.

2024 actions to meet plan goals were reviewed. No action was needed. Papadourakis indicated the 2026 - 2028 planning will begin in mid-2025.

IX. Management Committee Report.

- A. Review and approve new job descriptions for The Canvas.

Motion by Graack, seconded by Hudec to accept the job descriptions for Creative Space Assistant and Creative Space Coordinator as presented. VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

X. Other.

Building and Grounds Committee Chair Harkovich announced that construction on The Canvas, DPPL's new makerspace, is proceeding well and is anticipated to be completed in December.

XI. Announcements.

President Sarlo asked that all Trustees review the Serving Our Public 4.0 handbook prior to the December meeting, as required for DPPL to file for the State of IL Per Capita Grant.

Acting Interim Director Papadourakis announced that, after many years of trying, DPPL has successfully secured an E-rate grant in the amount of \$18K for the 2023/2024 year.

XII. Correspondence.

Papadourakis read a letter from the Maine West Department Chair for Special Education thanking DPPL for supporting the needs of students with disabilities at the Library, and for "being a part of the community that embraces the diversity of its members and welcomes all to gather and learn in their space."

XIII. Adjournment.

Motion by Hudec, seconded by Shimon-Hutchison to adjourn. VOTE: AYES: DuBrock, Flinn, Graack, Halblander, Harkovich, Hudec, Shimon-Hutchison, Sarlo. NAYS: None. MOTION CARRIED.

The meeting adjourned at 7:30 p.m.