



**St. Charles Public Library**  
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 scpld.org

**MINUTES  
 REGULAR MONTHLY MEETING  
 BOARD OF TRUSTEES  
 ST. CHARLES PUBLIC LIBRARY DISTRICT  
 JULY 12, 2023**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held on Wednesday, July 12, 2023 at the Library. Present: President Robert T. Gephart, Vice President/Secretary Mary Kruse, Treasurer Michael J. Hill, Trustees Shane Hampton, Claudia Frost, Bonnie J. Dauer and Allison Lanthrum, Director Katherine G. Buckson and Administrative Assistant Virginia Tsipas.

Library staff present: Katie Amstadt, Brandon Buckley, Rebecca Dubbert, Brian Dunk, Patty Dybala, Amanda Kaiser, Jasmina Lapo, Lisa March, Mary Merritt, Jo Nixon, Junior Renteria, Pamela Salomone, Jane Shelton, Sutton Skowron, Kelly Stulgate, and Amy Vidlak-Girmscheid.

One community member was present.

**I. CALL TO ORDER**

Trustee Gephart called the meeting to order at 7:13 pm.

**II. ROLL CALL, RECORDING TRUSTEES PRESENT AND ABSENT**

Trustee Gephart confirmed there was a quorum present through a roll call.

**III. WELCOME OF GUESTS**

Trustee Gephart welcomed staff and guests and read the Mission Statement.

**IV. ADDITIONS OR CORRECTIONS TO THE AGENDA**

There were no additions or corrections.

**V. APPROVE CONSENT AGENDA**

**Minutes of Biennial Organizational Meeting, June 14, 2023**

**Minutes of Special Meeting, July 1, 2023**

**IIIT Investment Report: June 2023**

**Lauterbach & Amen, Monthly Financial Report: June 2023**

**Check Register, Payroll: June 2023**

**Motion** by Trustee Kruse, second by Trustee Frost, to approve the Consent Agenda. Carried unanimously.

**VI. APPROVAL OF INVOICES**

No invoices to present.

**VII. LIBRARY STAFF REPORT, JUNE 2023**

Financials for FY 2022/2023 are being finalized. Library staff will be working with the auditors in August. The audit and annual report will be presented at the September Board meeting. Ms. Buckson is working on the FY 2023/2024 budget with the management team. A reminder of the August 16, 2023 Decennial Committee Meeting at 6:00 pm. The Staff Appreciation Event will be held on August 18, 2023 at the Barbara Belding Lodge at Brewster Creek Forest Preserve. An invitation with additional information will be available soon. This event is funded by the Special Trustee Fund, a non-taxpayer fund from a private donation.

**Motion** by Trustee Kruse, second by Trustee Dauer, to approve the Library Staff Report. Carried unanimously.

**VIII. COMMITTEE REPORTS****Intergovernmental Group** (Hill)

A meeting will be held on July 13, 2023 at the Administrative Office Building of the School District.

**Foundation** (Dauer)

The Event Committee is preparing for the Books & Brunch Event on October 1, 2023 with author Scott Turow. The slate of Foundation officers for FY 2023/2024 were voted in with Jennifer Gaertner as President, Edward C. Marth as Vice-President, Cheryl Ledbetter as Secretary and Staci Olson as Treasurer. Julie Nyquist was selected to represent the Foundation on the Library Art Committee. The Foundation members would like to be informed of sympathy notices of Library Board Trustees and Library staff and their families.

**Motion** by Trustee Kruse, second by Trustee Frost, to accept the Committee Reports. Carried unanimously.

**IX. COMMUNICATIONS AND CITIZEN'S COMMENTS – ON AGENDA ITEMS**

No comments.

**X. TRUSTEE COMMENTS**

None.

**XI. UNFINISHED BUSINESS****1. 2023-2027 STRATEGIC PLAN UPDATE**

Director Katherine Buckson, Technical Services Manager Amanda Kaiser, Communications & Marketing Manager Pamela Salomone and Strategic Plan Facilitator Amanda Standerfer presented an overview of the draft Strategic Plan outline, which was provided in the Board packet.

Three strategic directions were presented: robust community engagement, responsive services and organizational strength. Within these directives, goals, possible activities and outcomes/indicators were proposed.

The Trustees asked about feedback from the community, possibility of a geomap of cardholders, follow-up of new homeowner postcards mailed by the Library, possibility of QR codes on library cards and marketing items, and data to measure how patron's lives are affected.

Options for the Library's vision and mission statement were presented to the Board.

The Trustees liked two options for the Library's vision, "inspiration awaits" and "inspiring connection, creativity, and engagement".

The Trustees liked the proposed mission statement: "Supporting our community through access to information, connection to technology, enriching programs, and welcoming spaces."

The Trustees thanked Ms. Standerfer and the Library team for their work.

**2. ORDINANCE 2023/2024 – 1, BUILDING & MAINTENANCE TAX OF .02% FOR FY 2023/2024**

**Motion** by Trustee Kruse, second by Trustee Hill, to approve **Ordinance 2023/2024-1**, Building & Maintenance Tax of .02% for FY 2023/2024. This approval does not officially levy the tax. It allows the Library to levy the special tax when passing the full levy ordinance in November.

**AYES:** Gephart, Kruse, Hill, Hampton, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

**XII. NEW BUSINESS**

**3. RESOLUTION 2023/2024-1, AUTHORIZING NON-RESIDENT CARDS**

**Motion** by Trustee Hill, second by Trustee Kruse, to approve **Resolution 2023/2024-1**, Authorizing Non-Resident Cards, as presented. **AYES:** Gephart, Kruse, Hill, Hampton, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

**4. DEPARTMENTAL PRESENTATION – BEYOND BOOKS**

Adult Services Manager Amy Vidlak-Girmscheid and Young Adult Librarian Brandon Buckley presented the Beyond Books Collection, which launched in June 2023. This collection includes items that are not books. The Library has been circulating puzzles, memory kits for Alzheimer patrons, board games, a seed library, hot spots, digitization equipment, screens and projectors. In years past, some of the Library's art collection circulated.

This collection has expanded because of industry trends and many libraries have such a collection. With 170 items in the Beyond Books Collection, 475 items circulated in June. Collection data will be tracked, patrons surveyed, and staff will explore new and exciting additions to the collection to develop the collection as needed. A QR coded brochure was developed. If equipment is not returned, the patron will be charged for the item.

Ms. Vidlak-Girmscheid stated a patron borrowed color blind glasses for their child and they liked them and are going to buy a pair.

Trustee Gephart asked what the Board could do to assist with this collection. Mr. Buckley said a dishwasher would be helpful for cleaning/sanitizing items. He stated in the future it would be nice to have an industrial kitchen and a full tool library. They will continue to monitor feedback from the community.

5. **ROLL CALL VOTE TO GO INTO CLOSED SESSION FOR:**  
**[5 ILCS 120/2 (c)(2)] – Collective negotiating matters between the public body and its employees or their representatives**

**Motion** by Trustee Gephart, second by Trustee Frost, to adjourn to Closed Session at 8:14 pm in the Miller Haase Community Room. **AYES:** Gephart, Kruse, Hill, Hampton, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

6. **MOTION TO GO INTO OPEN SESSION**

Resumed in Open Session at 9:20 pm.<sup>1</sup>

7. **SCHEDULE AUDIT COMMITTEE MEETING FOR BIENNIAL REVIEW**

The Audit Committee Meeting is scheduled for August 30, 2023 at 5:30 pm.

8. **SCHEDULE POLICY COMMITTEE MEETING**

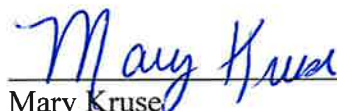
The Policy Committee Meeting is scheduled for August 30, 2023 at 7:00 pm.

9. **COMMUNICATIONS AND CITIZEN'S COMMENTS – ON NON-AGENDA ITEMS**

No comments.

**XIII. ADJOURNMENT**

**Motion** by Trustee Hampton, second by Trustee Hill, to adjourn at 9:23 pm. Carried unanimously.



Mary Kruse  
Secretary, Board of Trustees

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<sup>1</sup> **6. MOTION TO GO INTO OPEN SESSION**

This motion is included in the Closed Session Minutes of the Regular Monthly Meeting of July 12, 2023.