



**MINUTES
REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
AUGUST 14, 2024**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held on Wednesday, August 14, 2024 at the Library. Present: President Robert T. Gephart, Vice President/Secretary Mary Kruse, Treasurer Michael J. Hill, Trustees Claudia Frost, Bonnie J. Dauer and Allison Lanthrum, Director Katherine G. Buckson and Administrative Assistant Virginia Tsipas. Absent: Trustee Shane Hampton.

Library staff present: Joanna Besser, Mary Merritt, Joe Munier, Sutton Skowron and Amy Vidlak-Girmscheid. One community member was present.

I. CALL TO ORDER

Trustee Gephart called the meeting to order at 7:00 pm.

II. ROLL CALL, RECORDING TRUSTEES PRESENT AND ABSENT

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

III. WELCOME OF GUESTS

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

IV. ADDITIONS OR CORRECTIONS TO THE AGENDA

None.

V. APPROVE CONSENT AGENDA

Minutes of Facilities Committee Meeting, July 10, 2024

Minutes of Monthly Meeting, July 10, 2024

Minutes of Audit Committee Meeting, August 7, 2024

Minutes of Policy Committee Meeting, August 7, 2024

IIIT Investment Report: July 2024

Lauterbach & Amen, Monthly Financial Report: July 2024

Check Register, Payroll: July 2024

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

VI. APPROVAL OF INVOICES

No invoices to present.

VII. LIBRARY STAFF REPORT, JULY 2024

The first month of the fiscal year has started out strong. July once again had over 100,000 items circulated. Trustee Lanthrum asked about the availability of community members providing feedback with regard to the ADA accessibility study. Ms. Buckson said the consultants are handling the focus groups and she will ask them for this availability.

Motion by Trustee Kruse, second by Trustee Hill, to accept the Library Staff Report. Carried unanimously.

VIII. COMMITTEE REPORTS

Intergovernmental Group (Hill)

The Forest Preserve provided their 2024 progress report. The Park District discussed the new disc golf course which will be located by the Jim Breen Community Park. It will be 18 holes on 88 acres. The St. Charles Township assessor reported that St. Charles Township assessments were up 11.7% and every township in Kane County was up at least 10%.

Foundation (Frost)

Funding for Library projects were approved. The Foundation brochure has been updated. The Foundation is planning a donor event in October for One Book, One Community.

Motion by Trustee Kruse, second by Trustee Dauer, to approve the committee reports. Carried unanimously.

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

No comments.

X. TRUSTEE COMMENTS

Trustee Lanthrum asked if there is a dollar amount that needs Board approval for Library purchases and if she missed the approval for purchase of the immersive screen. Trustee Gephart reminded Trustee Lanthrum that anything approved in the budget is considered approved by the Board, and the immersive screen is in the budget.

Trustee Hill commented on the nice awning above the terrace garden.

Trustee Frost commented that the banners created by community members are on display in Mount Saint Mary Park until September 22, 2024.

XI. APPROVE THE FORM AND CONTENT OF MINUTES

a. Closed Session of Audit Committee Meeting, August 7, 2024, for Section 2.06 of the Act 5 ILCS 120/2(c)(21)

Motion by Trustee Kruse, second by Trustee Frost, to approve the form and content of Minutes for Closed Session of Audit Committee Meeting, August 7, 2024, and for said Minutes to be open to the public. Carried unanimously.

XII. UNFINISHED BUSINESS

None.

XIII. NEW BUSINESS

9. IPLAR

Holding this August meeting, the Board is able to review the IPLAR before it is filed with the state by September 1, 2024. This is a state requirement and required for the Per Capita Grant.

10. RECOMMENDATIONS OF THE AUDIT COMMITTEE:

a. Report of Audit of Secretary's Minutes for January 1, 2024 through June 30, 2024

The Policy Committee reviewed the Secretary's Minutes and recordings for the period January 1, 2024 through June 30, 2024, and found them to be in good order without errors or discrepancies. The Minutes are properly linked on the website.

b. Recommendation to vote to open or keep closed Minutes from Closed Sessions

There were no Closed Session Minutes to review for the period January 1, 2024 through June 30, 2024. All other Closed Session Minutes previously closed shall remain closed to the public.

c. Recommendation to vote regarding the Destruction of Closed Session Recordings according to 5 ILCS 120/2.06

It is the recommendation of the Policy Committee for the Board to approve destruction of Closed Session recordings for July 13, 2022, August 9, 2022, August 10, 2022, September 7, 2022, September 17, 2022, October 12, 2022, November 9, 2022, December 14, 2022 and January 18, 2023. **Motion** by Trustee Gephart, second by Trustee Hill, to accept the recommendations of the audit committee for destruction of recordings. Carried unanimously.

11. RECOMMENDATIONS OF THE POLICY COMMITTEE:

a. Patron Conduct Policy

The Patron Conduct Policy had significant changes to allow for more positive, proactive language. Content was added relating to frequent occurring issues. The Covered Drinks and Food Policy is now incorporated into the Patron Conduct Policy. **Motion** by Trustee Gephart, second by Trustee Kruse, to approve the Patron Conduct Policy, as presented. **AYES:** Gephart, Kruse, Hill, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hampton.

b. Public Art Policy

The Public Art Policy is a new policy and has been reviewed by the art committee. It establishes guidelines for the art collection, including donations and purchases of new art. **Motion** by Trustee Gephart, second by Trustee Kruse, to approve the Public Art Policy, as presented. **AYES:** Gephart, Kruse, Hill, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hampton.

c. Personnel Policy

Revisions to the Personnel Policy relate to the passage of the union contract and minor updates for clarity and accuracy. **Motion** by Trustee Gephart, second by Trustee Kruse, to approve the Personnel Policy, as presented. **AYES:** Gephart, Kruse, Hill, Frost, Dauer, Lanthrum. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hampton.

12. CONSOLIDATED ELECTION, APRIL 1, 2025

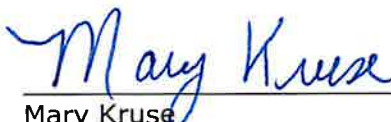
Two recent statutes modified the petition circulation and filing periods up about a month for the April 1, 2025 Consolidated Election. There will be two, six-year term Trustee seats open.

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

No comments.

XIV. ADJOURNMENT

Motion by Trustee Hill, second by Trustee Lanthrum, to adjourn at 7:25 pm. Carried unanimously.



Mary Kruse
Secretary, Board of Trustees