



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

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Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE BOARD

OCTOBER 15, 2019

1) Call to Order

The meeting was called to order at 7:00 p.m. by Board President Jason Fichtel on Tuesday, October 15, 2019 at the Westmont Public Library.

2) Roll Call

Present: Trustee Heather Booth, Trustee Elaine Carmichael, Secretary Annie Delano, Vice President John Martens, Treasurer Kerry O'Connor, and President Jason Fichtel.

Absent: Trustee Rajesh Parikh

Staff present: Director Julia Coen, Assistant Director Brittany Smith, and Administrative Assistant Julie Olsen

3) Pledge of Allegiance

4) Approval of Consent Agenda

- a. Minutes of the regular board meeting: September 17, 2019
- b. Communications log: September 2019
- c. Director's report: September 2019

Motion: Martens moved to approve the Consent Agenda, Delano seconded.

Discussion: None

Vote: All in favor

Motion passed

5) Open Forum:

a. Public:

Ruth Olsson, Village of Westmont Assistant Finance Director: None

b. Board:

Booth, Martens, and Delano complimented the renovations and the layout of the entryway and first floor shelving.

O'Connor once again passed on compliments to the staff who facilitate the Team Trivia. He finds the questions well researched.

Carmichael relayed that she continues to hear how much people appreciate the library's involvement in the community.

c. Director:

Coen shared that Delano will represent the library at the Westmont Wicked West Fest in the Pumpkin Smashing Extravaganza on Saturday, October 19. The annual audit will be on agenda in November. The review of the Per Capita Grant requirements will also be on the agenda. She commended the library staff for their flexibility during the renovation, and reported that feedback from the public has been overwhelmingly positive. New display units for library and community events in open area on the first floor will be installed soon.

d. Staff:

Smith reported that the Library is the location for this year's Pumpkin Composting, as in years past. The EIC will be hosting the event in our parking lot on November 2nd from 9-12pm. We have a new Patron Services Associate named Paul starting on Monday, October 21.

6) Additions and Deletions

Motion: Martens moved to include Additions and Deletions with Bills and Salaries, Booth seconded.

Discussion: None

Vote: All in favor

Motion passed

7) Treasurers Report

Motion: O'Connor moved to file the Treasurer's Report for audit, Carmichael seconded.

Discussion: None

Vote: All in favor

Motion passed

8) Bills and Salaries

Motion: Booth moved to approve Bills and Salaries Report, Delano seconded.

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, Martens, O'Connor, and Fichtel -- 6.

Nays: 0

Absent: Parikh

Motion passed

9) Unfinished Business: None

10) New Business:

a. Board to consider a motion to approve FY21 levy request resolution in the amount of \$2,027,340

Motion: O'Connor moved to approve, Booth seconded

Discussion: Coen explained that the levy amount increases by CPI of 1.8% plus any new development growth in Westmont. The new development report has not yet been published so it is unknown at this time. We are requesting 4.8% to capture CPI and all potential new growth. Coen explained that this is the first step in the levy process and once the levy amount is approved, it will be submitted to the Village to be included in their levy ordinance. Once we receive the actual amount we can receive from the County in March, Coen will provide the Board with information on what the levy amount means to the taxpayers in Westmont. Martens asked for additional clarification on the maximum amount we can request. Coen explained the maximum amount we can request without requiring a public hearing it 5%.

Vote

Ayes: Booth, Carmichael, Delano, Martens, O'Connor, and Fichtel -- 6

Nays: 0

Absent: Parikh

Motion passed

b. Board to consider a motion to approve of the Purchasing Policy

Motion: Delano moved to approve, Carmichael seconded

Discussion: Coen stated that the Purchasing Policy was discussed in detail during finance committee meeting. In general changes were made to comply with changes in the law and to streamline the policy. Booth noted that she agreed with streamlining the policy.

Vote

Ayes: Booth, Carmichael, Delano, Martens, O'Connor, and Fichtel -- 6

Nays: 0

Absent: Parikh

Motion passed

11) Executive Session: None

12) Adjournment:

Motion: Carmichael moved to adjourn at 7:16 p.m., Delano seconded.

All in favor

Motion passed

Respectfully submitted,

Annie Delano

Westmont Public Library Board of Trustees, Secretary