MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday December 14, 2023
7:00 p.m.
Mercedes A. McGowan Board Room

1. Call to Order-President Kennedy called the meeting to order at 7:00 p.m.

2. Roll Call-Arendt, Bailey, Harry, Hulke, Liapes, Student Trustee Hernandez and President Kennedy
Absent-Trustee Khan

3. Pledge of Allegiance

4. President's Report-None

5. Public Forum-None

6. Trustee Arendt moved and Trustee Liapes seconded a motion to request the Board to accept the agenda as presented
Voice Vote Unanimous
Motion Carried

7. Secretary's Report-Trustee Bailey
Correspondence

- Thank you from Sherri Harry to the Board and Staff for the beautiful flowers
- Thank you from a patron for the welcoming customer service

8. Treasurer's Report-Business Manager Sue Haisan reported to the Board highlighting:

- Tax Revenue Cook County=$794,467.00
- Tax Revenue DuPage County=$13,248
- Replacement Taxes=0
- Since December 1st we have received over $2 million in tax revenue due to tax collection delays
- Cash held in all accounts as of November 30th=$4,679.520

9. Teen Advisory Report-Student Trustee Hernandez reported to the Board highlighting:

- Book Nerd Ended
- Cocoa and Cram (11th-14th)-about 37 patrons
- TAB Teen Trustee Applications Due March 9th
- Upcoming Events are Books and Boba (Jan.5th) and Mock SAT (Jan 13th)

10. Executive Director's Report
Guest Manager Amanda Gaston-Teen Services Coordinator reported to the Board highlighting:

- Goals to increase Teen numbers
- 2024 Goal is to go into the High Schools to start working with them as new members
- TAB has three new members, trying to increase those numbers

Debra Stombres reported to the Board highlighting:

- Charlie Bialobok is our new Marketing Manager
- Press releases were distributed to the Board
- The LED sign has arrived and will be installed on Wednesday 12/20

- Winter Reading Challenge January 8th-February 23rd Book Your Escape
- Charlie and Dan posted a promotional video on Facebook of our Jolly Jingle Fest
- Jolly Jingle fest was a huge success total count set a record, 487 patrons attended

11. Trustee Hulke moved and Trustee Harry seconded a motion to request the Board to approve the consent agenda

a. Minutes of the Regular Board Meeting November 16, 2023
b. Monthly Expenditures for November $322,257.78
c. Acceptance of Executive Director's Report

Voice Vote Unanimous
Motion Carried

12. Current Business

a. Discussion/Motion concerning fine free libraries and possibly waiving children's fines on the Fines and Fees Policy

- The Board discussed and agreed unanimously to allow a child to check out one book, there will be a note put into the book to the parents as a reminder they have overdue books/fines. No policy change will be made at this time

13. New Business

a. Trustee Harry moved and Trustee Liapes seconded a motion to request the Board to approve the calendar schedule for 2024
Voice Vote Unanimous
Motion Carried

b. Trustee Hulke moved and Trustee Arendt seconded a motion to request the Board to approve the updated Intellectual Freedom Policy

Roll Call	Ayes	Arendt, Bailey, Harry, Hulke, Liapes, Student Trustee Hernandez and President Kennedy
	Nays	
	Absent	Khan

Motion Carried

14. Recess to Executive Session@7:36 p.m.

a. Trustee Arendt moved and Trustee Harry seconded a motion to recess to executive session (5ilcs 120/2) (C) (1) to Discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

b. (5ilcs 120/2) (C) (21) to discuss minutes lawfully closed under the Illinois Open Meetings Act in order to determine whether they should be made public and whether to destroy any recordings over 18 months old.

Roll Call	Ayes	Arendt, Bailey, Harry, Hulke, Liapes, Student Trustee Hernandez and President Kennedy
	Nays	
	Absent	Khan

Motion Carried

15. Reconvene Open Session-7:48 p.m.

16. Roll Call-items resulting from Executive Session

a. Trustee Arendt moved and Trustee Liapes seconded a motion to approve and release the minutes from June 15, 2023 to the public and to destroy all tapes previous to May 2022
Voice Vote Unanimous
Motion Carried

b. Trustee Bailey moved and Trustee Harry seconded a motion to request the Board to approve a salary increase of 5% for Executive Director

Roll Call Ayes Arendt, Bailey, Harry, Hulke, Liapes, Student Trustee Hernandez and President Kennedy
Nays
Absent Khan

Motion Carried

17. Comments/Topics for January Board Meeting-None

18. Holiday Reception

19. Trustee Hulke moved and Trustee Liapes seconded a motion to adjourn to the next regular Board Meeting of January 18, 2024
Voice Vote Unanimous
Motion Carried

Adjourned at 7:51 p.m.

Marianne Bailey
Secretary

Deborah Muscarello
Administrative Assistant