MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Monday May 12, 2025
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-Trustee Arendt, Bailey, Harry, Khan, Liapes and President Kennedy
Absent-Trustee Hulke
Also Present-Executive Director Jose Maldonado, Deputy Director Ron Pauli, Deputy Director Kandice Krettler, Business Manager Sue Haisan, Children's Services Manager Elizabeth Drennan and Administrative Assistant Deborah Muscarello

3. Pledge of Allegiance

4. President's Report
   a. Trustee Harry moved and Trustee Arendt seconded a motion to Adopt the results of the Consolidated Election Held April 1, 2025
   Voice Vote Unanimous
   Motion Carried
   b. President Kennedy swore in the newly elected Trustees Bailey and Liapes
   c. Nominations of Officers and Elections
   1. Trustee Harry Nominated Trustee Kennedy for President and Trustee Arendt seconded
   Voice Vote Unanimous
   2. Trustee Harry Nominated Trustee Liapes for Vice President and Trustee Arendt seconded
   Voice Vote Unanimous
   3. Trustee Liapes Nominated Trustee Bailey for Secretary and Trustee Arendt seconded
   Voice Vote Unanimous
   4. Trustee Harry Nominated Trustee Khan for Treasurer and Trustee Arendt seconded
   Voice Vote Unanimous

5. Public Forum-None

6. Trustee Harry moved and Trustee Arendt 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 card from Magali Wyman and her family for the beautiful flowers

8. Treasurer's Report-Trustee Khan reported to the Board highlighting:
- Cook County Tax Revenue April-$230,502
- DuPage County Tax Revenue April-$0
- Replacement taxes (PPRT)-$3,151
- Interest Earned-$24,050

9. Trustees Report-None

10. Executive Director's Report-Jose Maldonado reported to the Board highlighting:

- This month we significantly broadened our access and outreach efforts to better serve all of our community.
  We launched a new bilingual story times in both Spanish and English, to support early literacy and to make families from multilingual households feel genuinely welcome.
  We expanded our homebound services by increasing staff support, streamlining the enrollment process and offering more personalized material selection and flexible scheduling.
  We also brought library services directly to underserved populations by making regular visits to senior living communities and low income housing sites, offering pop-up library services, library card registration, and technology help onsite.
- Our youth and teen services saw a strong uptick in program attendance, including STEM-focused initiatives, college and career readiness workshops, and teen-led events. Reference services introduced a new series on digital literacy, job skills, and wellness, while local partnerships helped us deliver targeted resources around workforce development and small business support.
- Facility and technology improvements this month focused on enhancing meeting space Functionality and backend system performance. At the Main Library Meeting Room 1 was fully reconfigured to better support multipurpose uses. At the Branch, Meeting Room C was reorganized to create a more flexible and spacious environment for patrons.
  On the technology side, we upgraded the Aspen catalog software to version 24.04, which improved backend search indexing, record grouping, and user search options-directly enhancing staff workflows and the patron discovery experience.
- Internally, our focus this month was on strengthening staff capabilities and coordination across teams.

Guest Manager-Children's Services Manager Elizabeth Drennan reported to the Board highlighting:

- In April we held the Week of the Child with emphasis on the 5 principals of the Boston Basics Maximize
- May 4th -Star Wars over 200 people attended
- Summer Reading kick off is June 1st@12:00 the theme is "Power Up at your Library", enjoy a bubble-filled dance party with a live DJ, strike a post in the photo booth, grab a snack, watch a movie and hop aboard the Mobile Gaming Van for the latest games and nonstop fun!

11. Trustee Bailey moved and Trustee Khan seconded a motion to request the Board to approve the consent agenda

a. Minutes of the Regular Board Meeting April 17, 2025
b. Monthly Expenditures for April 2025=$488,884.90
c. Acceptance of the Executive Director's Report
Voice Vote Unanimous
Motion Carried

12. Current Business-None

13. Set the Date for the Secretary's Audit-President Kennedy and Trustee Arendt set the date for Monday June 9th @2:00 p.m.

14. Comment/Topics for June Board Meeting-Set Date for the B and A hearing

15. Adjournment
Trustee Khan moved and Trustee Bailey seconded a motion to adjourn to the next Regular Board Meeting of June 19, 2025
Voice Vote Unanimous
Motion Carried

Adjourned at 7:27 p.m.

Marianne Bailey	Deborah Muscarello
Secretary	Administrative Assistant