

Glen Ellyn Public Library Board of Trustees
Meeting of June 16, 2025
3rd Floor Boardroom

CALL TO ORDER:

President Volk called the meeting to order at 7:00 PM

ROLL CALL:

Trustees Present:

President:	Karen Volk	Secretary:	Richard Jones
Treasurer	Andrew Savikas	Trustee:	Kay Fillingham
Trustee:	Chris Crawford		
Trustee:	Beth Murin		

Staff Present:

Dawn Bussey	Library Director
Ellie Hansen	Youth Department Assistant Director
Leslie Jacobs	Adult Department Director
Maria Tachna	Assistant Director

AUDIENCE PARTICIPATION:

Jasleen Kaur, CPA from Lauterbach & Amen, LLP briefly reviewed the audit report for the fiscal year ended December 31, 2024. There were no material disagreements as stated in the Independent Auditor's Report. Pages 4 – 12 include the Management, Discussion & Analysis, page 13 starts the basic financial statements including fund financial statements which divide the dollars into separate funds, and page 22 starts the notes section. The Library once again received an unmodified opinion, which is the highest rank an organization can receive and means there were no material discrepancies. The Management's Discussion & Analysis, prepared by Library staff, was briefly overviewed. The MD&A provides the Library an opportunity to review and assess the overall financial condition and operation of the Library. Ms. Kaur reviewed the Balance Sheet, Statement of Revenues and Expenditures, and the Statement of Net Position which consists of a combined fund report for the Library. Ms. Kaur briefly discussed the Management Letter and upcoming GASB pronouncements which will be implemented in the next audit. Ms. Kaur thanked the Finance Department for the preparation work and commented that the audit process was smooth.

MINUTES OF PREVIOUS MEETING:

Trustee Crawford moved to accept the minutes of the regular Library Board Meeting on May 19, 2025. Motion Seconded and Carried – Voice Vote - Unanimous.

COMMUNICATIONS:

The Board reviewed the monthly communications.

OFFICER'S REPORT:

President Volk provided a synopsis for the recent webinars she attended through the Library Trustee forum. They included Social Media Guidance for Library Trustees and Belonging to a Community: How Libraries and Library Trustees Build Belonging in Community.

Treasurer Savikas reported on the financials this month. Of particular note, \$1,717 was paid to Traveler's for the treasurer's bond, \$2,880 was paid to Beary Landscape Management for work completed on the butterfly garden and island, \$4,212.27 was paid to Continua Interiors of Illinois, LLC for a 50% deposit on furniture for the 1st floor refresh, \$1,500 was paid to Library Market for annual calendar software, \$2,575 was paid to Mobile Beacon for annual service for hot spots, \$11,189 was paid to Envision3 for printing of The Summer Guide and a Foundation awareness insert, the portion of which was reimbursed, \$3,593.79 was paid to 4Imprint for summer reading prizes, and \$2,120 was paid to Provantage for toner.

FINANCIAL REPORTS:

Treasurer Savikas moved to authorize expenditures for goods and services totaling **\$260,821.64** as listed in the June 2025 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.

Treasurer Savikas moved to accept the May 2025 Revenue and Balance Sheet, and the June 2025 Expenditure Report. Motion Seconded and Carried – Voice Vote - Unanimous.

LIBRARIANS' REPORTS:

Director Bussey reviewed the statistics for the month. Visits to the library increased 4% for the month, locker deliveries increased 35% for the month and continued to be well utilized, loans of material increased 3% in May, youth database usage increased 51% for the month, mostly due to more usage of Tumblebooks, and overall program attendance increased 49% for the month, with a 124% increase in Outreach programming.

Director Bussey received word from Rotary that they will be granting \$2,000 for the "Studio," and the foundation will give the rest. Staff changes include 3 seasonal positions and a new makerspace position, which was a planned and budgeted position, allowing for new expanded hours in the Workshop, which also helped hours become more consistent.

Library Services partnered up with the Adult Department and headed to Atria Park of Glen Ellyn for "Library in the Lobby" outreach. Similar to Brookdale, the Adult Department will partner with Library Services in selecting materials to take the second Thursday of each month. The hope is that there will be an increase in library card sign-ups among the residents.

3 things to know or share: 1. Workshop hours have changed! Open T, W and Th 10 – 8, Sat 12 – 4 2. Summer reading is underway, be sure to register and get your chocolate bar! 3. Who wants to walk in the 4th of July parade with GEPL?!

UNFINISHED BUSINESS:

Review and Approve "New" Volunteerism Policy:

At the April meeting, the Board reviewed the proposed New Volunteerism Policy. During the discussion, the Board recommended removing the reference to "501(c)(3)" organizations to

broaden the policy's applicability. Additionally, it was suggested that language be added to clarify that the Library does not endorse or officially support any volunteer activities undertaken by staff. Those changes were made and the Board reviewed them in May. The policy was tabled again in May and brought to the Board in June. Rather than voting it down, the Board chose to table the item.

NEW BUSINESS:

Review and Approve Submitting .02 Building Maintenance Levy Documents to the Village:

Secretary Jones Moved to Approve Submitting the .02 Building Maintenance Levy Documents to the Village. Motion Seconded and Carried – Roll Call Vote – Unanimous.

OTHER BUSINESS:

Discuss HB42 and Changes to Non-Resident Card Payments:

At the previous Board meeting, the Board discussed the potential expansion of the Cards for Kids Act at GEPL to include all children under the age of 18, regardless of their eligibility for the free or reduced lunch program. If the bill passes, libraries will have the ability to offer payment options for nonresidents who wish to purchase a library card. Further discussion regarding the provision of cards to all children under 18 will be tabled for a future meeting.

EXECUTIVE SESSION AND ADJOURNMENT:

At 8:23 pm, Trustee Crawford moved to Adjourn the Regular Library Board Meeting and move into executive session for the purpose of Semi-Annual review of previous minutes and recordings being held in executive session. Motion Seconded and Carried – Voice Vote – Unanimous.

Meeting adjourned at 8:24

Maria Tachna
Assistant Director