



100 LIBRARY LANE
GRAYSLAKE, IL 60030
847.223.5313
grayslake.info

GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT
REGULAR MEETING
OCTOBER 11, 2022
7:00 PM
MINUTES

I. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

II. ROLL CALL

Present were President Rachael Rezek, Vice President Kris Hartman, Treasurer Kathleen Starzec* (virtually), Secretary Nick Grimm* (virtually), and Trustees Alpana Sahu and Matt Zidron. Also present were Systems Administrator Sean Draeger, Deputy Director Jan Davis, and Executive Director Tim Longo. Also present were Danielle D. Rogers and Grayslake Central student, Christian Luvianos.

III. ADDITIONS TO THE AGENDA

Additional Checks for October Warrant: Requesting Your Approval

CK#	Vendor Name	Account #	Amount
46221	Illinois Library Association	4070	\$1,100.00
46222	Illinois Library Association	4070	550.00
46223	Village of Grayslake	4112	<u>\$255.90</u>
		TOTAL:	\$1905.90

IV. OATH OF OFFICE FOR DANIELLE D. ROGERS

Motion to appoint Danielle D. Rogers to fill the vacant Trustee position on the Board of Trustees

Motion – Alpana

Second – Hartman

All voting* AYE, motion carried

President Rezek administered the Oath of Office for newly appointed Trustee Danielle D. Rogers.

V. PUBLIC COMMENTS

(Note: Public may submit comments or questions only during the public comments section of the meeting via the Q&A feature of the Zoom meeting or in person.)
None.

VI. * CONSENT AGENDA ITEMS**

A. Minutes of Previous Meetings

1. Special Meeting - B&A Hearing September 13, 2022
2. Regular Meeting September 13, 2022
3. Executive Session September 13, 2022

4. Special Meeting September 20, 2022
5. Executive Session September 20, 2022
6. Special Meeting September 27, 2022
7. Executive Session September 27, 2022

B. Correspondence and Communications

Motion to approve Consent Agenda Items

Motion – Zidron

Second – Hartman

All voting* AYE, motion carried

VII. Treasurer's Report and Paying of the Bills

A. Treasurer's Report

1. Executive Budget Summary September 2022
2. Financial Statements and Supplements September 2022

B. * Approval of Paying of the Bills**

1. Check Detail Report September 2022
2. CPA Cover Sheet September 2022
3. CPA Payroll Master Reports September 2022

Motion to approve the paying of the bills

Motion – Hartman

Second – Zidron

All voting* AYE, motion carried

VIII. OTHER REPORTS

A. Report of the Friends of the Library Representative

The Friends met and elected officers: Vice President (Cathi deGroh) and Treasurer (Karen Zawrazky; no President or Secretary at this time); Trustee Sahu is treating the Friends to a Thank You Dinner on the evening of November 2nd. The Friends are very pleased with the relations between the new director and the Friends; he is very clear about where the money is going and where it will go in the future.

B. Report of the Policy Committee

The Policy Committee did not meet, but will be meeting soon to review the 500s Policies.

C. Report of the Finance Committee

Did not meet.

D. Report of the Building and Grounds Committee

B&G Committee did not meet; will most likely meet in January.

E. Report of the Grayslake Library Foundation Representative

The Foundation met twice since the last Board meeting; they have completed the first batch of glasses for top tier donors. All tiers are now done.

F. Report of the Representative of the Village of Grayslake

None; President Rezek does plan to meet with the Mayor and Ellis about the committee they're putting together.

G. Report of the Trustee Development Committee

1. Trustee Orientation & Training

Met to review training issues, questions and plans. They have added an abbreviated calendar of Board specific things that will be placed on the Board of Trustees Repository drive.

H. Report of the Executive Director

1. Written Report

2. Statistical Reports – September 2022

a) Public Services

1. [Transparency Dashboard](#)

b) Resource Services

1. Resource Services Statistics

I. Department Heads Reports

J. Trustee Reports

1. United for Libraries

IX. UNFINISHED BUSINESS

A. ~~*Appointment of Danielle D. Rogers as Trustee to Fill the Vacancy~~**

(moved to IV. Oath of Office for Danielle D. Rogers)

X. NEW BUSINESS

A. *Adoption of Resolution 2022-4 Illinois Funds Authorized Agent**

Motion to adopt Resolution 2022-4 naming Timothy Longo as the Illinois Funds Authorized Agent for the Grayslake Area Public Library District

Motion – Hartman

Second – Zidron

All voting* AYE, motion carried

B. Discussion of the 2022 Tax Levy

Executive Director, Tim Longo, did a PowerPoint presentation about the Levy process and options we have.

C. *Adoption of the Resolution 2022-3 - to Determine Estimate of Funds Needed for 2022-2023 Fiscal Year**

Motion to adopt Resolution 2022-3 to Determine Estimate of Funds Needed for 2022-2023 Fiscal Year

Motion – Zidron

Second – Hartman

All voting* AYE, motion carried



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XI. ADJOURNMENT

Motion to adjourn – Zidron

The meeting adjourned at 7:47 p.m.

***** Denotes items requiring a motion**

*** Please note that Nick Grimm and Kathleen Starzec attended and voted virtually**

Approve: _____
Kris Hartman, President Pro-Tem

Attest: _____
Nick Grimm, Secretary