GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT

100 LIBRARY LANE
GRAYSLAKE, IL 60030
847.223.5313
grayslake.info

GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT
REGULAR MEETING
SEPTEMBER 10, 2024
7:00 PM
MINUTES

I. CALL TO ORDER

The meeting was called to order at 7:01 p.m.

II. ROLL CALL

Present were President Rachael Rezek, Vice President Kris Hartman, Treasurer Nick Grimm, Secretary Alpana Sahu, and Trustees Mike Honegger, Tom O'Keefe and Ryan McKeon. Also present were Systems Administrator Sean Draegert, Community Engagement Department Head Cassie Carbaugh, Deputy Director Jan Davis and Executive Director Tim Longo. Jonathan Riddle, a member of the public, was present also.

III. ADDITIONS TO THE AGENDA

These will be added to the September warrant.

Ck#	Vendor Name:	Account#	Amount:
47460	Village of Grayslake	4112	$381.20
47461	Chicago Tribune	4311	$26.57
47462	NCPERS-Group Life Insurance	4050	$96.00
47463	ATA Group, LLP	4320	$1,925.00
47464	CCS - Cooperative Computer Services	4494	$3,023.00
47465	Timco	4181	$650.00
		TOTAL	**$5,451.77**

IV. 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.)
No public comments were offered

V. * CONSENT AGENDA ITEMS**

A. Minutes of Previous Meetings

1. August 13, 2024 Regular Meeting

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2. August 13, 2024 Executive Session

B. Correspondence and Communications

Motion to approve Consent Agenda Items
Motion – Honegger
Second – Grimm
Roll Call Vote, All voting AYE, motion carried

VI. Treasurer's Report and Paying of the Bills

A. Treasurer's Report
1. Financial Statements and Supplements August 2024

B. * Approval of Paying of the Bills**
1. Check Detail Report
2. Payroll Journal Summary
3. Employer Liability Report

Motion to accept Treasurer's Report and approve Paying of the Bills
Motion – O'Keefe
Second – Honegger
Roll Call Vote, All voting AYE, motion carried

VII. OTHER REPORTS

A. Report of the Friends of the Library Representative
The Friends are getting ready for their next book sale. They met on September 4th. They elected new officers at that meeting and voted to give more than $20,000 to the Library, covering all of the requests that had been submitted to them.

B. Report of the Policy Committee
None

C. Report of the Finance Committee
None; but will be meeting in October or early November

D. Report of the Building and Grounds Committee
None, but will be meeting soon

E. Report of the Grayslake Library Foundation Representative
There are still some spots available for the upcoming Escape Rooms; the dates are September 28th and 29th.

F. Report of the Representative of the Village of Grayslake
None

G. Report of the Trustee Development Committee
None; but will be meeting later this month (23rd)

H. Report of the Executive Director
1. Written Report
We have received 4 quotes on the RFID project. Our preferences will be presented at the October meeting. Tim has been contacted by Mike Ellis from the village about the possibility of sharing costs for repairing and/or

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replacing the bike path between the library and senior housing. Talks will continue. References to Digital Navigators in the Executive Director's report were explained, This is a part of a grant received by Lake County and Lake County Connect to improve digital skills and to provide training opportunities. Several area libraries have been invited to participate by providing meeting space for the Digital Navigators to hold sessions. The next meeting about this project will be September 25th.

2. Statistical Reports – August 2024
   a) Public Services
   b) Resource Services

I. Personnel Report

Congratulations were given to Tammy for her 25th work anniversary.

J. Department Heads Reports

1. Summer Reading Challenge Report - 2024

Cassie Carbaugh, Head of Community Engagement, presented her report on the completion of the Summer Reading Challenge.

K. Trustee Reports

None

VIII. UNFINISHED BUSINESS

A. ***Adoption of FY 24-25 Budget & Appropriations Ordinance 2024-4

Motion – Honegger
Second – McKeon

Roll Call Vote, All voting AYE, motion carried

B. Discussion of Four Year Terms for Trustees (IL District Library Election & Terms of Trustees)

Tim has been asked to find out how far in advance Lake County Clerk's office needs to know the Board's resolution on 4 year terms. We are also to check with our attorney about the procedure.

IX. NEW BUSINESS

A. President Rezek appointed Trustees O'Keefe and McKeon as members of the Policy Committee

B. ***Approval of Revisions to Policy 116 - Freedom of Information Act

Motion – Hartman
Second – Grimm

Roll Call Vote, All voting AYE, motion carried

C. Short Takes for Trustees (Video #2) - Resource Guide

Tabled: could not access the video

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X. ADJOURNMENT

Motion to adjourn was made by Sahu.

The meeting adjourned at 7:59 p.m.

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

Approved:

Rachael Rezek, President, Board of Trustees

ATTEST:

Mike Honegger, Secretary, Board of Trustees