

SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES

February 12, 2025 Meeting Minutes

Carolyn A. Anthony Business and Community Center

CALL TO ORDER

Gene Griffin, President, called the meeting to order at 6:32 pm.

Members present:

- Gene Griffin, President; Mary Pietrucha, Secretary; Michelle Mallari; Ella Whitehead

Members absent:

- Shabnam Mahmood, Vice President; Amanda Lichtenstein; Voula Colburn

Staff present:

- Richard Kong, Executive Director; Laura McGrath, Deputy Director; Amy Koester, Director of Public Services; Alyson Doubek, Finance Manager; Suzy Rodela-Sulik, Administrative Coordinator; Rick Sawdon, Program Assistant.

COMMENTS FROM OBSERVERS

There were no comments from observers.

APPROVAL OF THE MINUTES OF THE REGULAR AND CLOSED MEETINGS OF DECEMBER 11, 2024

At 6:32 pm, Ms. Pietrucha made a motion, seconded by Ms. Mallari:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 15, 2025.

A vote was taken and the minutes were approved unanimously and placed on file. There were 4 ayes and 0 nays.

DIRECTOR'S REPORT

Mr. Kong provided updates on the strategic plan priorities, Skokie Chamber of Commerce interim director selection process, and the library's Staff Day.

APPROVAL OF THE JANUARY 2025 DISBURSEMENT REPORT

The trustees asked some clarifying questions about the disbursement report.

At 6:35 pm, a motion was made by Ms. Whitehead, seconded by Pietrucha:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE DECEMBER 2024 DISBURSEMENT REPORT.

A roll call vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

APPROVAL OF PETTY AUDITORIUM CONSTRUCTION PAY APP #7

Mr. Kong commented that this is the final pay app for the Petty Auditorium Construction project. The trustees asked some clarifying questions.

At 6:39 pm, a motion was made by Ms. Mallari, seconded by Ms. Whitehead:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE PETTY AUDITORIUM CONSTRUCTION PAY APP#7 AT A TOTAL COST OF \$15,152.56

A roll call vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

9 MONTH SUMMARY INCOME STATEMENT ENDING 1/31

The trustees asked some clarifying questions and noted the summary income statement.

APPROVAL OF THE CONSENT AGENDA

Ms. Koester provided some details about the Skokie Yearbook Project. The trustees discussed the reports, statistics, and events.

At 6:51 pm, a motion was made by Ms. Mallari, seconded by Ms. Whitehead:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE FINANCIAL STATEMENTS, AND THAT THE FOLLOWING CONSENT AGENDA ITEMS BE PLACED ON FILE:

1. REPORTS;

2. GIFTS:

3. PERSONNEL:

HIRES:

Effective February 17, 2025:

Shave Greeff, Materials Handler, Access Services.

DEPARTURES:

Effective January 9, 2025:

Solano Bibat, Materials Handler, Access Services.

Effective January 25, 2025:

Dominic Kang, Materials Handler, Access Services.

Effective January 26, 2025:

Mariah Cherem, Program Coordinator, Learning Experiences.

Effective January 27, 2025:

Jonathan Carrasquillo, Patron Services Assistant, Patron Engagement.

Effective February 1, 2025:

Tonya Younathan, Experiential Learning Specialist, Learning Experiences.

A vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

APPROVAL OF FY 2024-2025 AMENDED BUDGET

Mr. Kong recommended amending the FY 2024-2025 budget to include the utilization of the art acquisitions fund. The trustees asked some clarifying questions.

At 6:57 pm, a motion was made by Ms. Whitehead, seconded by Pietrucha:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE FY 2024-2025 AMENDED BUDGET AS PRESENTED.

A roll call vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

UPDATE OF ANTICIPATED CAPITAL PROJECTS

Mr. Kong and Ms. McGrath provided some details on the anticipated capital projects. The trustees noted the report.

PROJECTED FY 2025-2026 BUDGET

Mr. Kong summarized the first look at the next fiscal year's budget. The trustees asked some clarifying questions and noted the projected FY 2025-2026 budget.

COMMENTS FROM TRUSTEES

Ms. Pietrucha shared some positive feedback she recently received about the library while attending a wellness retreat.

ADJOURNMENT

At 7:33 pm, a motion was made by Ms. Whitehead, seconded by Ms. Mallari:

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES ADJOURN THE
REGULAR MEETING.

A vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

Mary Pietrucha, Secretary