



# SKOKIE PUBLIC LIBRARY BOARD MEETING

## WEDNESDAY NOVEMBER 13, 2024 6:30 PM

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Meetings are held in the Carolyn A. Anthony Business and Community Center on the second floor of the library located at 5215 Oakton Street, Skokie, IL 60077.

Library Board meetings include an opportunity for public comment in accordance with the Illinois Open Meetings Act and the library's policy regarding public comment at Board meetings. Public comments may be made in person at the designated point during a Board meeting. Public comments may also be submitted by emailing the Administrative Coordinator at [publiccomment@skokieliibrary.info](mailto:publiccomment@skokieliibrary.info) or by leaving a voicemail at 847-972-5645 by 4:30 pm on the date of the meeting. Comments submitted by email or telephone may be read or played aloud during the public comment portion of the meeting.

### AGENDA

CALL TO ORDER

APPOINTMENT OF LIBRARY TRUSTEE TO FILL MIRA BARBIR'S TERM THROUGH APRIL 2025

- Skokie Village Clerk Minal Desai in attendance

COMMENTS FROM OBSERVERS

APPROVAL OF THE MINUTES OF THE REGULAR AND CLOSED MEETINGS OF OCTOBER 9, 2024

DIRECTOR'S REPORT

APPROVAL OF OCTOBER 2024 DISBURSEMENT REPORT

APPROVAL OF PETTY AUDITORIUM CONSTRUCTION PAY APP #4

APPROVAL OF PETTY AUDITORIUM AV PAY APP #4

CONSENT AGENDA

- FINANCIAL STATEMENTS
  - Financial Statement
  - Year-to-Date Budgetary Status
- REPORTS
  - Access Services Report
  - Cardholder and Circulation Analytics
  - Event Highlights
  - Public Events Snapshot: Presentations
  - Programming Summary Report
  - Online Engagement Snapshot
  - Online Engagement Data Report
  - Community Engagement Snapshot
  - Community Engagement Data Report
  - Longtime Staff Recognition
- GIFTS

- PERSONNEL

- HIRES:

- Effective October 25, 2024:

- Eddie Eng, Teen Services Specialist, Teen Services.

- Effective November 4, 2024:

- Chrysta Charlier, Safety Specialist, Safety.

- Hanna Showalter, Youth Services Specialist, Youth Services.

- Effective November 18, 2024:

- Elis Corcoran, Youth Services Librarian II, Youth Services.

- PROMOTION:

- Effective November 4, 2024:

- Chris Breitenbach, Information & Research Librarian II, Patron Engagement.

ACCEPTANCE OF AUDIT FOR FISCAL YEAR 2024

- Sydnee Marks, Lauterbach & Amen LLP, in attendance
- Skokie Public Library Communication to Those Charged with Governance and Management as of and for the Year Ended 4/30/2024
- Skokie Public Library Financial Statements as of and for the Year Ended 4/30/2024

CAPITAL ASSET STUDY

- Christopher Kottra, Building Technology Consultants INC, in attendance
- Skokie Public Library Communication to Those Charged with Governance and Management as of and for the Year Ended 4/30/2024

BALANCE SHEET FOR THE SIX MONTHS ENDING 10/31/24

APPROVAL OF REVISED FINANCE POLICY

APPROVAL OF REVISED INVESTMENT POLICY

APPROVAL OF REVISED TRAVEL REIMBURSEMENT POLICY

REVIEW OF PER CAPITA GRANT REQUIREMENTS

CLOSED SESSION PURSUANT TO ILCS 120/2(C)1 – THE COMPENSATION AND PERFORMANCE OF A SPECIFIC EMPLOYEE

COMMENTS FROM TRUSTEES