

DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
October 19, 2022

1. ROLL CALL & CALL TO ORDER

President Ken Abosch called the meeting to order at 6:30 p.m., in the meeting room, 920 Waukegan Road, Deerfield, IL.

Present Board Members: Ken Abosch - President, Luisa Ellenbogen - Secretary, Seth Schriftman - Treasurer, Howard Handler, Michael Goldberg, Kyle Stone and Emily Wallace.

Staff: Amy Falasz-Peterson, Library Director; Kelly DeCorrevont, Business Manager; Melissa Stoeger, Assistant Director of Adult and Youth Services; Steve Wuehr, Head of IT; Judy Hoffman, Outreach Coordinator; and Jasmine Hosein, Administrative Associate.

Bill Seiden, Village Liaison.

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE

Although several members of the public were in attendance, no one chose to address the board.

3. APPROVAL OF MINUTES

A. September 21, 2022 Regular Session Meeting (ACTION)

MOTION: Mr. Mike Goldberg made a motion to approve the September 21, 2022 Regular Meeting minutes, seconded by Ms. Seth Schriftman.

Vote: 7 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Michael Goldberg, Kyle Stone and Emily Wallace.

The motion was approved.

4. TREASURER REPORT

Mr. Schriftman presented the Library financials.

A. September Financials: Balance Sheet, Revenues & Expenses (ACTION)

MOTION: Mr. Kyle Stone made a motion to approve the September Financials, seconded by Mr. Goldberg.

Vote: 7 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Michael Goldberg, Kyle Stone and Emily Wallace.

The motion was approved.

B. List of Checks and Payments for Approval (ACTION)

Mr. Schriftman discussed the outstanding list of checks to be approved for payment for September, which included:

| | | |
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| -Electronic Payments, 3 ACHs, WinTrust | \$ | 132.20 |
| -AP Checks 13299-13361, 8 ACHs, WinTrust | \$ | <u>84,415.81</u> |
| The total amount presented for approval | \$ | 84,548.01 |

MOTION: Mr. Goldberg made a motion to approve the List of Checks and Payments for Approval, seconded by Mr. Stone.

Vote: 7 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Michael Goldberg, Kyle Stone and Emily Wallace.

The motion was approved.

C. FY 2023 Budget & 2022 Levy Request (ACTION)

Mr. Schriftman recounted the last Finance Committee meeting. Mr. Schriftman explained the updates to the proposed FY 2023 budget.

MOTION: Ms. Emily Wallace made a motion to approve the budget for the 2023 Fiscal Year, seconded by Ms. Luisa Ellenbogen.

7 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Michael Goldberg, Kyle Stone and Emily Wallace.

The motion was approved.

5. STAFF PRESENTATION: Judy Hoffman, Outreach Coordinator

Ms. Judy Hoffman presented information about the Memory Cafe held on the first Wednesday of every month at DPL, in partnership with West Deerfield Township, and the CJE SeniorLife Weinberg Community. The monthly Memory Cafe is well attended by the community and provides a safe, communal space for those experiencing memory changes and their caretakers to gather. The themed activity changes each month and is well received by attendees.

6. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village report.

7. LIBRARY DIRECTOR'S REPORT

A. New Library Website Demo

Ms. Amy Falasz-Peterson introduced Mr. Steve Wuehr, the Library's Head of IT, who presented the new and improved Library website. The new site is more user friendly and is properly optimized for use by various mobile devices and tablets. Mr. Wuehr demonstrated the intuitiveness of the new site by clicking through the menus and various functions including accessibility toolbars and the purchase request form. Mr. Wuehr is confident that the new website will fulfill the needs of the community presently and will evolve to anticipate future needs.

8. OLD BUSINESS

A. Library Strategic Planning Update: Survey Information

The staff have been invited to participate in virtual staff focus groups. Then, we will review the information and begin drafting a new Strategic Plan.

9. NEW BUSINESS

A. Holiday Party Plan

Ms. Falasz-Peterson proposed hosting the Staff Holiday Party on Friday, January 20, 2023 at the Library with a catered meal. The Board requested that staff find out additional information and share the results at the next meeting.

B. FY 2023 Per Capita Grant Application: Standards Review Chapters 1-6 (Discussion)

The Board reviewed the checklists as required for the Per Capita grant application.

10. OTHER

11. EXECUTIVE SESSION 5 ILCS 120/2 c (21) Semi-Annual Review of Historical Minutes both written and recorded of previous meetings held in Executive Session.

At 7:48 p.m., Mr. Abosch made a motion to move into the Executive Session, seconded by Mr. Stone.

6 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Kyle Stone and Emily Wallace. The motion was approved.

The Board returned to open session at 8:06 pm.

MOTION: Mr. Schriftman made a motion to release the following closed minutes 3/15/2017, 12/16/2017, 5/18/2011, 4/20/2011, 3/2/2011, 12/17/2008, 3/17/2004, 9/21/2011, 8/17/2022, seconded by Mr. Abosch.

6 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Kyle Stone and Emily Wallace. The motion was approved.

12. ADJOURNMENT

At 8:07 p.m., Mr. Schriftman made a motion to adjourn the meeting, seconded by Ms. Wallace.

6 Yes – Ken Abosch, Luisa Ellenbogen, Seth Schriftman, Howard Handler, Kyle Stone and Emily Wallace. The motion was approved.

DocuSigned by:



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Luisa Ellenbogen, Secretary