



**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
Cooperman Room
November 14, 2024
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday November 14, 2024, in the Cooperman Room. All packets were distributed in person or electronically by Tuesday November 12, 2024, an agenda was posted in the Library, and to the Library website 48 hours prior to the meeting.

The meeting was called to order at 7:00 p.m. by President Macejak.

Those answering roll call were Trustees Flores, Gonzales, Jost, Macejak, Pelletier, Puzzo.

Absent: Trustees Hussain

Trustee Hussain entered the meeting at 7:01 p.m.

Also present: Executive Director Pamela Leffler and Business Manager Leighton Shell.

Members of the Public Present: Jay Cook.

PUBLIC COMMENTS – AGENDA ITEMS ONLY

There were no public comments.

APPROVAL OF THE CONSENT AGENDA OF NOVEMBER 14, 2024

President Macejak informed the Board that there was a correction to the 2025 Morton Grove Public Library Board of Trustees Schedule of Regular Meetings that was in the consent agenda. The date of the August 2025 meeting should have read August 14th, 2025, and not August 7th, 2025.

A motion to approve the Consent Agenda of November 14, 2024, which includes Minutes of the Regular Board Meeting October 17, 2024; Financial Reports for October 2024; the 2025 Morton Grove Public Library Schedule of Holiday Closings; and the 2025 Morton Grove Public Library Board of Trustees Schedule of Regular Meetings was made by President Macejak and seconded by Trustee Jost.

Ayes: Trustees Flores, Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

PRESIDENT'S REPORT

President Macejak did not have a President's Report to give.

COMMITTEE REPORTS

The Policy Committee met on Tuesday, November 12, 2024, and made their report under New Business.

DIRECTOR'S REPORT

In addition to her Librarian's Report, Executive Director Leffler provided the Board with a written report summarizing the 2024 Illinois Library Association conference that she attended. She also provided the Board with copies of two presentations that took place on Trustee Day at the conference: The Important Role of Trustees in the Financial Oversight of the Library and Social Media and Legal Considerations for Library Officials. She expressed that the Social Media presentation is particularly relevant to the Trustees.

She highlighted the Library's new passport services being provided and mentioned that the Library has also added passport photo services and has been approached to provide off-site passport services at an area university.

UNFINISHED BUSINESS

President Macejak moved the unfinished business of the Director's annual evaluation to the end of the meeting.

NEW BUSINESS

Policy Review

The Policy Committee reported that their recommendation was to pass the presented policies with discussion as appropriate.

A motion to approve the **Charity Collection Containers Policy** was made by Trustee Jost and seconded by Trustee Flores. After discussion, the final paragraph of the policy will be amended to include a statement to the effect of "The Library reserves the right to dispose of unclaimed charity container contents if not picked up within the stated 5-day period."

Motion to approve amended policy passed by voice vote.

A motion to approve the **Interlibrary Loan Policy** was made by Trustee Jost and seconded by Trustee Puzzo. The Board discussed the policy.

Motion to approve policy passed by voice vote.

A motion to approve the **Library Use Policy** was made by Trustee Jost and seconded by Trustee Flores. Executive Director Leffler explained that the Library Use Policy replaces the current Patron Code of Conduct Policy. The Board discussed the policy.

Motion to approve policy passed by voice vote.

A motion to approve the **Naming Policy** was made by Trustee Jost and seconded by Trustee Pelletier. The Board discussed the policy.

Motion to approve policy passed by voice vote.

A motion to approve the **Public Posting Policy** was made by Trustee Jost and seconded by Trustee Puzzo. The Board discussed the policy.

Motion passed by voice vote.

A motion to approve the **Unattended Children and Vulnerable Adults Policy** was made by Trustee Jost and seconded by President Macejak. Executive Director Leffler explained that the Unattended Children and Vulnerable Adults Policy replaces the Children in the Library Policy. The Board discussed the policy.

Motion passed by voice vote.

A motion to approve the **Volunteer Policy** was made by Trustee Jost and seconded by Trustee Pelletier. The Board discussed the policy.

Motion passed by voice vote.

COMMUNICATIONS

There were no formal communications.

PUBLIC COMMENTS NON-AGENDA ITEMS

Jay Cook from the public asked for clarification on what the Naming Policy was in reference to.

EXECUTIVE SESSION

A motion to go into Executive Session for the "...appointment, employment compensation, discipline, performance or dismissal of specific employees of the public body," as allowed per 5 ILCS 120/2©(1) was made by President Macejak and seconded by Trustee Flores.

Ayes: Trustees Flores, Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

Board went into Executive Session at 7:31 p.m.

A motion to come out of Executive session was made by President Macejak and seconded by Trustee Flores.

Ayes: Trustees Flores, Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

Board came out of Executive Session at 7:50 p.m.

ACTIONS COMING OUT OF EXECUTIVE SESSION

A motion to approve the 2025 salary for the Executive Director Pam Leffler in the amount of \$136,425 was made by President Macejak and seconded by Trustee Jost.

Ayes: Trustees Flores, Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

ADJOURNMENT

The meeting was adjourned at 7:54 p.m. by President Macejak.

APPROVED:

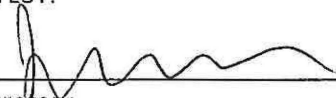


President

12/19/2024

Date

ATTEST:



Secretary

12/23/2024

Date