

MORTON GROVE PUBLIC LIBRARY

**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
Cooperman Room
May 8, 2025
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday May 8, 2025, in the Cooperman Room. All packets were distributed in person by Tuesday May 6, 2025. An agenda was posted in the Library and to the Library website 48 hours prior to the meeting.

Prior to the meeting being called to order, President Macejak swore in Trustees Mohammed Hussain and Kim Moldofsky.

The meeting was called to order at 7:02 p.m. by President Macejak.

Those answering roll call were Trustees Flores, Hussain, Macejak, Moldofsky, Pelletier, and Puzzo.

Absent was Trustee Jost.

Also present: Executive Director Pamela Leffler, Business Manager Leighton Shell, and Head of Access Services Jeffrey Ray.

Members of the Public Present: Carlotta Gonzales, Brad Moldofsky, and Joann Chan.

PUBLIC COMMENTS – AGENDA ITEMS ONLY

There were no public comments related to agenda items.

APPROVAL OF THE REGULAR MEETING MINUTES FROM APRIL 10, 2025

A motion to approve the Minutes of the Regular Board Meeting April 10, 2025, as amended was made by President Macejak and seconded by Trustee Flores.

Trustee Moldofsky noted that the minutes had an incorrect date for the distribution of the Board packets.

Approved as amended by voice vote.

APPROVAL OF THE FINANCIAL STATEMENTS FROM APRIL, 2025

A motion to approve the April 2025 Financial Statements was made by President Macejak and seconded by Trustee Pelletier.

Trustee Moldofsky referred to the Year-to-Date Income Statement and asked for clarification on why the Retirement budget line was already 80% spent when we were only halfway through the fiscal year. Director

Leffler explained that one of the retirement plans is the legacy MERF plan which has a large lump sum annual payment towards the beginning of the year.

Trustee Moldofsky also asked for clarification on the Interest Income. Director Leffler explained that interest income is difficult to gauge depending on the current interest rates. The budgeted amount is based on what had been received in previous fiscal years, but the rate of return this year is lower than anticipated.

Director Leffler informed the Board that the Library has been paying more invoices using Automated Clearing House (ACH) and that those electronic payments are now showing up in the Check Register report.

Ayes: Trustees Hussain, Macejak, Moldofsky, Pelletier, Puzzo, and Flores.

Absent: Trustee Jost.

APPROVAL OF RESOLUTION NO. 2025-01 RESOLUTION TO ADOPT A NON-RESIDENT LIBRARY FEE

A motion to approve Resolution No. 2025-01 *Resolution to Adopt a Non-resident Library Fee* was made by President Macejak and seconded by Trustee Puzzo.

Director Leffler explained that this is a required annual resolution to provide individuals who live in unincorporated areas nearby with the option to purchase a library card from the Morton Grove Public Library.

Ayes: Trustees Macejak, Moldofsky, Pelletier, Puzzo, Flores, and Hussain.

Absent: Trustee Jost.

PRESIDENT'S REPORT

A motion to approve Resolution No. 2025-02 *Resolution Honoring the Service of Library Trustee Carlotta Gonzales* was made by President Macejak and seconded by Trustee Pelletier. President Macejak read the resolution in full.

Ayes: Trustees Moldofsky, Pelletier, Puzzo, Flores, Hussain, and Macejak.

Absent: Trustee Jost.

A motion to approve Resolution No. 2025-03 *Resolution Honoring the Service of Library Trustee Laima Puzzo* was made by President Macejak and seconded by Trustee Flores. President Macejak read the resolution in full.

Ayes: Trustees Pelletier, Puzzo, Flores, Hussain, Macejak, and Moldofsky.

Absent: Trustee Jost.

Access Services Manager Jeffrey Ray thanked Carlotta Gonzales and Laima Puzzo on behalf of the staff for their service to the Library and its staff.

COMMITTEE REPORTS

Finance was covered earlier in the meeting. Facilities will be discussed under Unfinished Business. The Policy Committee has met and policies will be discussed under New Business.

STAFF REPORTS

In addition to her written report, Executive Director Leffler informed the Board that their Board packets included

the final audit reports for the 2024 fiscal year and that Sikich will be at the June Board meeting to present the audit to the Board.

President Macejak stated that she has heard a lot of excitement in the community about the Morton Grove Pride yard signs. Director Leffler informed the Board that the yard signs were designed by Marketing & Engagement Manager Karina Guico.

UNFINISHED BUSINESS

Bathroom Renovation

Director Leffler reported that she received some bathroom tile samples and is meeting with Tiffany Nash, Dan Pohrte, and John Shales on May 19th to discuss the plans in more detail, the finishes, and the cost projections. She reminded the Board the job will have to go out to bid. The anticipated start for the project would not be until after summer reading in August.

Appointment of New Trustee Timeline

Director Leffler included a general timeline for advertising and filling the vacant trustee position once Trustee Puzzo resigns at the end of the May meeting.

Director Leffler asked the Board for guidance on how long to leave the vacancy posted. After discussion, the Board decided to have the vacancy posted by May 12th and kept open until June 6th so they can review the applicants at the June 12th Board meeting.

NEW BUSINESS

Policy Review

Trustees Hussain and Flores reported on the May 2nd Policy Committee meeting. Trustee Flores made a motion to approve, as a group, the Anti-Bullying Policy, the revised Credit Card Policy, the revised Investment Policy, the revised Lost/Damaged Materials Policy, the revised Meeting Room Policy, and the revised Patron Privacy Policy. Trustee Hussain seconded the motion.

Director Leffler informed the Board that the Anti-Bullying Policy is a new policy to be added to the employee handbook. Trustee Moldofsky asked if there were changes to the Patron Privacy Policy. Trustee Flores indicated it was just a standard review of the policy, and no changes were warranted. Trustee Moldofsky asked if the Patron Privacy Policy would handle a situation where ICE came to the Library. Director Leffler informed her that this policy has more to do with privacy of patron check-out history and personal information, but that she is working on policies and/or procedures for how the Library would respond to ICE coming to the building.

Ayes: Trustees Puzzo, Flores, Hussain, Macejak, Moldofsky, and Pelletier.

Absent: Trustee Jost.

COMMUNICATIONS

There were three emails in communication: one thanking the Library for the book recommendation in the Civic Engagement section of the newsletter and two praising staff member Robert Hamill on his exceptional service. There was also a flyer for the annual LACONI Trustee Banquet on May 30th. Director Leffler also informed the Board that their packet contains the updated Chart of Accounts for the Library which includes the new Passport Services budget lines.

President Macejak also pointed out the School Outreach section of the infographic sheet where it mentioned 260 students attended the Break for Books event. She understands how difficult it is to engage with teen patrons.

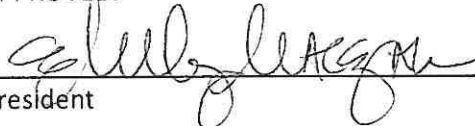
PUBLIC COMMENTS NON-AGENDA ITEMS

A member of the public congratulated Trustee Moldofsky on her new position.

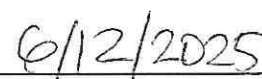
ADJOURNMENT

The meeting was adjourned at 7:39 p.m. by President Macejak.

APPROVED:




President




Date

ATTEST:



Secretary



Date