

CLARENDON HILLS PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Tuesday, August 16, 2022

Call to Order: Trustee Goel called the meeting to order at 7:00 PM

In Attendance: Director Lori Craft; Trustees Derfiny, Goel, Gupta, Kilens, Jablonski, Quinonez, and Swanton

Absent: N/A

Public Attendees/Comment: N/A

Minutes: The Board reviewed the minutes from the July Board Meeting and approved unanimously.

Treasurer's Report: The Board reviewed and discussed the Transaction Detail for July 2022. The Library received a portion of the property tax allotment in July.

Report of Library Affairs:

- Library Service Statistics - In July, the Library checked out 8902 physical items (5743 were checkouts; 3159 were renewals) and 1505 digital items. Overall, the July 2022 checkouts were 10,407 compared to 10,996 items in 2021 and 3591 items in 2020. In July, the Library's total for the number of unique library card numbers used to check out items each day added up for the month was 1494. The Library's total for unique library card numbers used to check out items in the month of July was 803.
- Book Sale Recap - The Library held a three-day Bag Sale Book Sale in the library's upper-level meeting room on 7/23, 7/25 & 7/26. Remaining boxes of books were taken to Goodwill. The Library made around \$500.
- Fall Newsletter - The Fall newsletter (covers September, October, and November) is at the printers and should be mailed out to the public around September 1.
- Community Group/Organization Interactions (from last Board meeting to current Board meeting)
 - Every Tues. The Fire Department uses the upper-level meeting room Tuesday mornings from 10:30- 11:30 to do free blood pressure screenings for the public.
 - Last 2 weeks in July Collected new school supplies as part of the People's Resource Center's Back to School Supply Drive.
 - August 1 Staff met with a Maercker School representative regarding a literacy program.
 - August 11 Staff presented a Story Time at the Famers Market on the Village Hall lawn.
- The Library Lawn Party is scheduled for August 18th.

Buildings and Grounds: Trustee Derfiny reported on the quotes received to repair the back emergency exit door.

Unfinished Business:

- Study Room Project – The Board reviewed and discussed the initial drawings and study room set up options provided by the architect. Once a room size/design are approved, the next step will be to

receive the mechanical drawings. Director Craft made note of the Board's questions to ask of the architect.

- Security Cameras – The Board discussed a proposal to remove the security cameras from the Main Level of the Library. Trustee Goel then moved that the Library remove the security cameras from the Main Level. The motion was not seconded, so the motion died.

New Business:

- Trustee Kilens moved to authorize Director Craft to replace an emergency exit door at a cost of \$3,000 or less. Motion passed unanimously.
- Director Craft presented a draft of a photo and video policy in the Library and the Board discussed it. Trustee Derfiny moved to adopt the policy immediately; motion passed unanimously.

Adjournment: Trustee Goel moved to adjourn the meeting and the motion passed unanimously. The meeting was adjourned at 8:04 PM.

Submitted by Valli Gupta