

# Minutes for February 18, 2025, Regular Board of Library Trustees Meeting

## 1. Call to order and roll

President Fruth called the meeting to order at 6:33 pm and Secretary Fairfax took roll.

**Present:** Virginia Bloom, Theodore Foss, Kristina Rogers, Maya Ganguly, Susanne Fairfax, Matthew Fruth

**Absent:** Madhurima Chakraborty

**Also Attending:** Leigh Tarullo, Co-Interim Director, Suzy Antell, Co-Interim Director

Amber Gomes, Managing Associate, Koya Partners, Tricia Sutrisno, Managing Director, Koya Partners

## 2. Approval of Minutes

### **January 28, 2025 Regular Meeting**

Moved by Foss. Seconded by Rogers. Approved by all present, with the exception of Bloom who abstained.

## 3. Public Comments

There were no public comments received by email or writing for this meeting.

## 4. Trustee Comments and Calendar

The board discussed the March board meeting being on the third Wednesday of the month and the addition to the calendar: Day In Our Village which will be on Sunday, June, 1 from 11 am-4 pm, the same day as the Elected Officials Breakfast hosted by the library.

Trustee Rogers presented a comment expressing thoughts from a letter-to-the-editor submitted to the Wednesday Journal from a community member about pausing the library director search. Rogers expressed in her comment that the board provided timely updates relating to the search process through the monthly meetings available to the public while also acknowledging the work of the Executive Search Committee process and their continued efforts through the search of a new Executive Director. Rogers also shared her disagreement with the delay of the search process and major decisions made by elected officials emphasizing the rights and responsibilities of elected officials they must uphold.

Trustee Fruth shared a message on the behalf of Trustee Chakraborty, who was absent during the meeting, expressing thanks to the full board and the Interim Co-Directors continued work on

the Executive Search process and acknowledged thanks to the Executive Search Committee and their continued work with Koya Partners on the Executive Search. Fruth expressed his confidence and appreciation in the search committee noting the effort put forth in the process.

## **5. Interim Co-Directors Report**

Antell discussed the eight candidates running for the library board meeting with members of the Leadership Team to have a trustee briefing, noting it was a great discussion with each candidate learning more about the library on an operational level. Candidates were able to ask questions and learn more about each director and their service area.

Antell reported that the Public Library Per Capital Grant, the Illinois Public Library Annual Report (IPLAR), and Illinois Library and Information Network (ILLINET) are all submitted and completed, noting the huge work it takes to gather data to submit for the state.

## **6. Staff Reports**

### **a. Strategic Priorities Report**

Antell provided highlights throughout the report, discussing the partnership with the League of Women Voters of Oak Park and River Forest and the library on the virtual candidate forums relating to the local elections. In Learning, the Vegetable Gardening 101 program was highlighted and recognized two staff members who brought the program together. In Stewardship, Staff Engagement Day was highlighted noting the great turnout of staff, learning, and the overall experience and gave recognition to Staff Learning & Well-Being Specialist, Ginger Slade in the report. In Anti-Racism & Equity, a immigration rights program that was offered in Spanish was highlighted, noting approximately 90 people attending the program.

Tarullo highlighted the new and improved book discussion club kits for better usage for patrons and the technology upgrades to the study rooms on the third floor, noting the better use and ergonomic workspace for patrons to use. In Equity & Anti-Racism, the work of photographer Howard Simmons was displayed in the Art Gallery for over a month for patrons to view, noting the amazing photography displayed in the space.

### **b. Library Core Use Statistics (2022-2024)**

The board reviewed the Core Use Statistics Dashboard which showed key resources used by patrons from 2022-2024. .

### **c. Additions & Terminations Report**

### **d. Staff Changes Report**

Discussed were the lateral changes of staff members who previously worked in the Community Engagement department and how the changes and decisions were made, noting the decisions made were driven by staff by the needs and support they would like in order to continue the work they are doing.

## **7. Financial Reports**

### **a. January 2025 Financial Reports**

The board reviewed the financial statements dated January 31, 2025.

### **b. January 2025 Resolutions on Disbursements**

Motion to approve the Resolutions on Disbursements for the month for January.

Moved by Foss. Seconded by Ganguly. Approved by all present.

## **8. Additional Reports**

- a. Intergovernmental Committee (IGov):** Did meet. Rogers reported on a one-page document that explains the information relating to candidates running for office and what to expect, with information gathered from different governing bodies of Oak Park.
- b. Council of Governments (CoG):** Did not meet, however Fruth reported on the meeting dates for 2025, noting the meetings will be held quarterly.
- c. PlanIt Green:** Did not meet, however Foss reported on the meeting being held in the following week to attend.
- d. Friends of the Oak Park Public Library:** Did not meet.

## **9. Unfinished Business**

### **a. Holistic Survey Update**

Fruth discussed an update to the survey, noting an extended deadline for staff to participate and complete the survey. Fruth also noted the participation goal being met at around 75% completion from staff, with the survey window closed for Holistic to complete a report to share back out to the board.

### **b. Executive Director Search Update**

Discussed were updates to the Executive Director Search, presented by Gomes and Sutrisno of Koya Partners. Gomes provided a recap into the position profile and the reviewing and screening of candidates, noting 11 applications were reviewed in detail. The search committee conducted 6 interviews in the first round, with the committee with the addition of Trustee Bloom conducting 3 interviews in the second round. The recommendations provided by the search committee on candidates for the final round interviews will be discussed in the closed session of this meeting.

Koya shared the format of the final round interview and structure that includes: tour of the library, lunch with Interim Co-Directors, meet with Leadership Team, meet with all staff for a meet and greet with lastly an interview with the full board. Discussed were the scheduling aspects such as the interviews of the candidates with the full board, noting conducting interviews in the evenings and scheduling on March 11-13. Costs such as travel, hotel, and expenses incurred associated were discussed, along with communicating the process with either the board or the search committee approving the costs. The board discussed approving a certain amount spent relating to travel costs, which will be further discussed in closed session.

**c. New Board Member Orientation & Handbook**

Discussed was a brief update, noting that the work on the board member orientation and handbook is being continued, by Trustees Fruth and Rogers.

**10. New Business**

**a. Closed Meetings Policy Revision**

The board reviewed the revision of the Closed Meetings Records Policy, noting the policy has not been changed in 20 years in which it was sent to the attorneys for revisions. Noted was a slight change in language within the policy regarding the removal of recordings, specifying the vote of the board:

*No copies of any non-released recording shall be made, and no recordings shall be removed from the Library except by majority vote of the Library Board at a Public Meeting or by court order.*

Motion to approve the revised Closed Meetings Records Policy.

Moved by Fairfax. Seconded by Bloom. Approved by all trustees.

**11. Closed Session (if needed)**

Motion to enter into closed session to discuss employment and hiring of an employee.

Moved by Bloom. Seconded by Ganguly. Approved by all present.

The board resumed back in open session noting that they have come to a consensus to make a public statement regarding the final candidates including information on coordinating their attendance and dates for the final interviews and the travel and lodging costs for all candidates plus a representative from Koya totaling up to \$6,000.

**12. Adjournment**

Fruth adjourned the meeting at 9:23 pm.