

**MINUTES OF THE REGULAR MEETING  
OF THE LIBRARY BOARD OF TRUSTEES  
March 15, 2023**

**1. CALL TO ORDER**

President O'Meara called the meeting to order at 7:02 p.m. in the Nichols Community Room.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Board Present:

Kevin Coyne  
Debra Dunne  
Nancy Hayes  
Nick Guo  
Allison Longenbaugh  
Barb O'Meara  
Jeanine O'Meara  
Ashfaq Syed

Board Absent:

Nitin Vig

Student Board Present:

Hamza Hasan  
Diya Kannan

Staff Present:

Dave Della Terza, Executive Director  
Vanessa Alcorn, HR Manager  
Trente Arens, Marketing & Communications Manager  
Jenny Berry, 95<sup>th</sup> Street Children's Services Supervisor  
Charles Kapachinski, IT Manager  
Sue Karas, Naper Blvd. Library Manager  
Kathleen Longacre, 95<sup>th</sup> St. Adult Services Supervisor  
Karen Luster, Nichols Adult Services Supervisor  
Scott Speidel, Facilities Manager  
Michael Stubler, Finance Manager  
Kara Wickman, Naper Blvd. Adult Services Supervisor  
Yan Xu, Nichols Library Manager

Others Present:

Jennifer Bruzan Taylor, City Council Liaison  
Sherrian Kelly, City Budget Analyst  
Jim Weber, Resident  
Susan Weber, Resident

#### 4. CONSENT AGENDA

##### A. Approval of Minutes

1. February 15, 2023 – Regular Meeting

##### B. Approval of Expenditures

###### February 2022

Accounts Payable (2/8, 2/22)	\$ 318,791.72
Payroll (2/10, 2/24)	\$ 795,249.51
Other Payables	\$41,280.80
Acct. & Data Processing Charges	<u>\$911.49</u>
TOTAL	\$ 1,156,233.52

##### C. Financial Reports

1. Statement of Cash – February 2023
2. Statement of Revenue and Expense – February 2023

Motion made and seconded to approve the Consent Agenda.

##### ROLL CALL VOTE:

- **Aye:** Coyne, Dunne, Guo, Hayes, Longenbaugh, B. O’Meara, J. O’Meara, Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

#### 5. PUBLIC COMMENT

None.

#### 6. REPORTS

##### A. Director’s Report – March 2023

Della Terza shared updates on programming, community partnerships, a recent donation, the Nichols Library renovation, and House Bill 2789. He and Xu also answered questions about the Window of Shanghai program.

##### B. Monthly Statistics – February 2023

Monthly statistics were accepted as presented.

#### 7. OLD BUSINESS

None.

## **8. NEW BUSINESS**

### **A. Strategic Plan Retreat**

Della Terza presented the 2023 Community Survey Results and highlights from the library staff SWOT analysis as found in the board packet. After discussion, the Board agreed on the following focus areas for the next strategic plan:

- Physical and digital collection improvements
- Community partnerships
- Promotion/awareness of services

Della Terza will use this information to create a draft strategic plan that he will bring to the April Board Meeting for discussion.

### **B. Additional Board Comments and Questions**

None.

## **9. Adjournment**

Motion made and seconded to adjourn at 8:26 p.m.

Respectfully Submitted,

Trente Arens

Marketing & Communications Manager