

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
DECEMBER 11, 2024**

I. CALL TO ORDER

The meeting was called to order by President Hoyle at 7:03 p.m.

II. ROLL CALL

Upon roll call, the following Trustees were present in person: Trustees Lauren Dixon, Ben Hoyle, Ken Johnson and Sharon Karpel. Also Present: Director Timothy Jarzemsky. Absent: Trustees Kory Atkinson, Ashok Dhiman and Natalie Valenti.

III. PUBLIC DISCUSSIONS

IV. APPROVAL OF AGENDA

The December Board Meeting Agenda was reviewed. Trustee Dixon moved, and Trustee Karpel seconded **the motion**, that the agenda of the December 11, 2024 Regular Library Board meeting be approved as amended. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the November Board meeting were reviewed. Trustee Johnson moved, and Trustee Dixon seconded **the motion**, that the minutes of the November 13, 2024 Regular Library Board meeting be approved. The motion carried by voice vote.

VI. TREASURER'S REPORT

The Board reviewed the Treasurer's Report. Trustee Johnson moved and Trustee Karpel seconded **the motion**, that the Board approve the payment of bills for the month of December 2024, in the amount of \$50,095.59 and the transfer of approximately \$210,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Karpel, Johnson, Hoyle and Dixon. Absent: Trustee Valenti, Atkinson and Dhiman.

VII. REPORTS

LIBRARIAN'S REPORT

Attachment C shows the activities for the month of November.

MONTHLY STATISTICS

Attachment D shows the activities for the month of November. Total circulation for the month of November was 21,390.

STANDING COMMITTEES

PERSONNEL – No report.

VII. REPORTS (Continued)

POLICY – No report.

FINANCE – No report.

BUILDING AND GROUNDS – Director Jarzemsky distributed a memo regarding the 10/26/24 sewage pump issue. Since the sewage issue on 10/26/24, Kelly Cusack, Maintenance Supervisor, has been investigating the root cause of the problem. Kelly has been testing and observing our sewage pumps and the sump pit that the pumps are submerged in. We were able to observe a large amount of paper towel material floating in the sump pit, often long pieces of paper towel over 3 or 4 feet. We have roll paper towel dispensers in all public bathrooms and patrons can release longer sheets if they pull on the dispensing handle multiple times. The older of the two sewage pumps was tripping out due to high loads in the pit. We realized that the likely cause of the 10/26 closure and the problems with our older pump were related to the paper towels which can jam the impellers on our sewage pumps. To help prevent future problems, we took two steps. First, we posted signs above each toilet in the library that reminded guests about not flushing paper towels. Secondly, we sourced and bought a new type of paper towel that is dissolvable. These towels are made like toilet paper and fall apart in water, we tested them and they do indeed dissolve quickly. Since we took these actions, we have not observed large amounts of paper towels in the sump pit. We still have a problem with the oldest pump tripping out intermittently. A quote from Metropolitan Pump was provided for replacement of the older pump. There is a 6-8 week lead time on the overall project. The Board had no objections from proceeding with the project. Since we are having the lower level washroom remodeled in early 2025, we will add electric hand dryers to them and remove all paper towels from the public washrooms downstairs. We will ask for a cost estimate from the contractor to add electric hand dryers to the upstairs washrooms.

LIAISON REPORTS

SWAN/RAILS – Attachment E is a recap of the December 5th SWAN meeting. SWAN is taking steps to improve their software system.

VILLAGE – No report.

FRIENDS OF THE LIBRARY – No report.

BIG – No report.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

VILLAGE CO-SPONSORED EVENTS 2025

The Library is again asking the Village to co-sponsor BPL's annual special events: Ice

IX. NEW BUSINESS (Continued)

Cream Social, Halloween Party, Holiday Open House, and the Summer Concerts Series. The letter to the Village contains information on the number of individuals who attended the events this year and a thank you for their past support. The Library is asking for \$5,500.00.

Trustee Dixon moved and Trustee Johnson seconded **the motion**, that the Board approve the letter to the Village to request funds for the FY 25-26 co-sponsored events in the amount of \$5,500.00. The motion carried by roll call vote: AYES: Trustees Karpziel, Johnson, Hoyle and Dixon. Absent: Trustee Valenti, Atkinson and Dhiman.

ANNUAL PLANNING MEETING-NEED TO SET DATE IN JAN/FEB

After a brief discussion, it was agreed that the meeting take place on February 8th unless any conflicts arise. The meeting will be held at 9:00 a.m. The library will provide breakfast snacks from Panera.

ILA LEGISLATIVE MEET-UP

Director Jarzemsky and Trustee Karpziel attended the ILA Legislative meet-up on Tuesday, December 3rd. All of the legislators in attendance all individually spoke and presented bills that were needed or being proposed.

50TH ANNIVERSARY COMMITTEE MEETING OF NOVEMBER 18TH

The 50th celebration will take place on Saturday, June 7th as our 50th Anniversary is June 9, 2025. Plans have just begun for the large celebration. 50th theme programming, website, apparel, displays, etc. will take place June-December 2025, with the June 7th event kicking everything off. Our goal for the 50th celebration is that guests will be happy, entertained, impressed with the quality of the event, be informed and appreciate the excellence and growth of BPL. The 50th committee will meet again in January to finalize a game plan.

PER CAPITA GRANT- CHAPTER/STANDARD REVIEW

Each year the State Library offers Public Libraries the opportunity to apply for a Per Capita Grant. The Board and Director should review library standards and report on our ability to meet them. The current funding is at \$1.475/capita. The Board was provided access to the applicable standards. The Board carefully reviewed both the application and all of the standards. The Board was able to determine that BPL was meeting all standards. Director Jarzmesky will file and provide a completed copy to the Board.

APRIL 1ST, 2025 CONSOLIDATED ELECTION FOR THE VOB, IL

The Bloomingdale Public Library has four open trustee positions on the April 1, 2025 Consolidated Election for the Village of Bloomingdale with five candidates listed on the ballot.

X. ANNOUNCEMENTS

Staff & Board Winter Reading Program- Registration opened on December 11th for all ages. The Board can participate in the Board and Staff Winter Reading program if they wish.

XI. ADJOURNMENT

Trustee Dixon moved and Trustee Johnson seconded **the motion** to adjourn the December 11, 2024 Library Board meeting at 7:46 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____
(Minutes recorded by Jamie Schingoethe)