

# **Glen Ellyn Library Foundation**

## **Regular Meeting Minutes**

### **November 3, 2021**

#### **I. Call to Order and Roll Call**

The November 3, 2021, Regular Meeting of the Glen Ellyn Library Foundation Board was called to order at 7 p.m. in the Glen Ellyn Public Library third-floor board room. Present were President Joli Murphy and Treasurer Merrill Rajeck and Board Members Peter Cooper, Molly Mattaliano, and Gary Still. Also present were GEPL Executive Director Dawn Bussey and Development Officer Julie Evans. Secretary Kelli Christiansen arrived at 7:11 p.m. Member Jim Meyers arrived at 7:28 p.m. Absent was Member Kelley Kalinich.

#### **II. Introduction of Guests**

No guests attended the meeting.

#### **III. Approval of Previous Meeting Minutes**

Member Rajeck motioned and Member Still seconded approval of the meeting minutes from the September 1, 2021, meeting. Motion passed unanimously.

#### **IV. Board President Report**

##### *A. Glen Ellyn Chamber of Commerce Scarecrow Award*

President Murphy reported that Glen Ellyn Public Library won first place for its Very Hungry Caterpillar scarecrow and that GELF won an honorable mention for its Dorothy from *The Wizard of Oz* scarecrow. The scarecrows were featured on WGN-TV. Thanks to Member Mattaliano for her work.

##### *B. Board Member Update*

Tony DeCesare has reconsidered and would like to join the GELF Board. One spot remains on the GELF Board; members are encouraged to submit candidates.

#### **V. Treasurer Report—Review First Quarter 2021**

##### *A. Approval of Financial Reports*

Treasurer Rajeck presented the financial reports for the period ending September 30, 2021. Receipts totaled \$175. US Equities outperformed the market at 56% vs 50%; non-US equities, fixed income, and money market underperformed by 14.7% vs 15%; 23.1% vs 25%; and 1.2% vs 5%, respectively. REIT funds performed on par with the market at 5%. Current market value of GELF funds totaled \$529,191.12, showing a YTD return of 27.8%.

##### *B. Donations/Contributions and Disbursements*

The Board discussed ideas for donations. No action taken.

Board Member Still motioned and Member Cooper seconded approval of the Treasurer's Report. Motion passed unanimously.

## **VI. Library Director's Report**

### *A. Update Regarding Current Library Services and Operations*

Director Bussey reported that GEPL has returned to pre-Covid hours, that hours would increase as of November 5, 2021, that Storytime is returning, and that café hours are reduced because of a labor shortage. Bussey also reported that GEPL is installing Little Free Libraries in parks in the Village.

### *B. Outreach Van Funding Update*

Director Bussey reported that the Outreach Van is fully funded at \$80,000, thanks to \$20,000 donations from both GELF and Friends of the Library as well as grant funds in the amount of \$40,000. ETA of the van is unknown due to variables such as supply chain issues, bid process, and interior design of the vehicle. GELF's contribution of \$20,000 will not be paid from endowment funds. The van qualifies for governmental pricing and will go out for bid.

### *C. Wishlist for Library Outreach*

Director Bussey suggested several items for GELF to consider for future contributions, including:

- outdoor LED sign to identify the library; to be located near the corner at Prospect and Duane; can customize shape; estimated cost: \$40,000–\$50,000
- remote lockers; to put at police department; to place and retrieve holds; to provide more service to residents south of Roosevelt Road; comes in various sizes; needs WiFi, so will require 5G connection; estimated cost: \$20,000
- “lite brite” wall for the children's department, which could use a refresh; replace Lego wall with a light wall; estimated cost: \$15,000
- electric book bike to use in downtown, farmers market, various events; estimated cost: \$5,000

## **VII. Development Director Report**

### *A. Updates on Outreach Van Campaign and Fall Fun Fest Kickoff Event*

Development Officer Evans reported that the Fall Fun Fest Kickoff Event held October 16, 2021, welcomed approximately 500 attendees. The event cost \$5,184.13 and generated \$2,000 in on-site donations as well as an additional \$20,044 (\$100 pending) as well as 32 new donors. Donors who contributed after the receipt of grant funds will be contacted. Thank-you letters have been mailed to donors.

### *B. Ongoing Fundraising*

Development Officer Evans reported that a donation in the amount of a sidewalk brick has been made. GELF Board reached consensus to forego an official Giving Tuesday fundraiser. GELF Board reached consensus to continue in 2022 dining fundraisers with local restaurants. GELF Board reached consensus to not create GELF-specific social media accounts. A suggestion was made to do something during National Library Week, April 3–9, 2022. No action taken.

*C. Thank You Event and Donor Appreciation Tasks*

Development Officer Evans suggested that GELF Board Members send hand-written notes to donors. The idea of a donor-recognition event was discussed. No action taken.

**VIII. Old Business**

*A. Fundraising Event/Gala for 2022 or 2023*

Board members discussed whether and when to hold a gala or other fundraising event. No action taken.

*B. Reestablish an Event-Planning Committee*

Board members discussed the prospect of reestablishing an event planning committee. No action taken.

**IX. New Business**

*A. Action to Approve \$20,000 for Payout for Outreach Van Commitment*

Member Cooper motioned and Member Mattaliano seconded approval of the \$20,000 payout for the Outreach Van. Motion passed unanimously.

*B. Nominations to Reappoint Board Members*

Member Meyers motioned and Member Rajeck seconded the nominations of Members Murphy, Rajeck, and Still to three-year terms and Member Cooper to a one-year term. Member Still announced that, rather than accept nomination, he will retire from the GELF Board. Motion passed unanimously.

**X. Executive Session**

Secretary Christiansen motioned and Member Cooper seconded a motion to move to Executive Session, without returning to open session, for the purposes of discussing personnel. Motion passed unanimously. Director Bussey and Development Director Evans exited. Regular meeting closed at 8:07 p.m.