

Glen Ellyn Library Foundation

Meeting Minutes

September 1, 2021

I. Call to Order and Roll Call

The September 1, 2021, meeting was called to order at 9:15 a.m. in the Glen Ellyn Public Library third-floor board room. Present were President Joli Murphy, Treasurer Merrill Rajeck, Secretary Kelli Christiansen, and Board Members Peter Cooper (by phone), Molly Mattaliano, James Meyers, and Gary Still. Also present were GEPL Executive Director Dawn Bussey and Development Officer Julie Evans. Absent was Member Kelley Kalinich.

II. Introduction of Guests

No guests attended the meeting.

III. Approval of Previous Meeting Minutes

The Board unanimously approved the meeting minutes from the May 5, 2021, meeting.

IV. Board President Report

A. Action to Appoint New Foundation Board Member

Member Rajeck motioned and Member Meyers seconded a motion to approve Molly Mattaliano as a member of the Foundation Board with an appointment of a three-year term. Motion passed unanimously.

B. Foundation Updates

President Murphy described her goals for holding streamlined meetings. Secretary Christiansen will henceforth take over from Development Officer Julie Evans the role of taking minutes during each meeting and preparing them for review at the Board's subsequent meeting. Murphy suggested that the Board consider alternating meeting times from mornings to evenings. Murphy reported that Tony DeCesare submitted his resignation, which Murphy acknowledged but was going to work with him on the time commitment. Murphy encouraged Board members to suggest new members for two open spots on the Board.

V. Treasurer Report—Review First Quarter 2021

A. Approval of Financial Reports

Treasurer Rajeck and Finance Committee members Gary Still and Jim Meyers presented the financial reports for the period ending July 31, 2021. Total market value of Foundation funds as of July 31, 2021, was \$524,047.36. LTD disbursements as of July 31, 2021, were \$52,455.91. Current surplus funds as of July 31, 2021, were \$72,652.95. Checking account balance was reported at \$21,552.10. Current GELF investment balance was \$515,606.27. Three-year net income was \$125,108.86. Asset allocation is within prescribed ranges for all funds.

B. Donations/Contributions and Disbursements

The Board discussed which Foundation account(s) donations should reside in. The Finance Committee agreed to discuss further.

Board Member Still motioned and Member Meyers 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 the Library was to resume regular hours as of September 7, 2021; that media rooms were available; and that inside programming had resumed. Masks are required when inside the Library. The café and library services (circulation) are short staffed.

B. Update Regarding Summer Reading Program

Director Bussey reported that the Summer Reading Program exceeded goals. Member Meyers motioned and Member Rajeck seconded the approval of the Board to distribute \$1,000 to GEPL for the program. Motion passed unanimously.

VII. Development Director Report

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

Development Officer Evans reported that \$40,000 had so far been committed to date for the Outreach Van. The Fall Fun Fest Kickoff Event was scheduled for October 16.

B. Ongoing Fundraising

Development Officer Evans reported on ongoing fundraising efforts.

VIII. Old Business

A. Review of Engraved Brick Naming Opportunity

Member Still motioned and Member Mattaliano seconded to approve a brick-naming opportunity at a level of \$250. Motion passed unanimously.

IX. New Business

A. Action to Approve Budget for the Fall Fundraising Event

Member Still motioned and Member Meyers seconded the approval of \$7,500 for the Fall Fun Fest Kickoff Event. Motion passed unanimously.

B. Consideration of D&O Insurance Renewal for Foundation Board

Member Meyers motioned and Member Rajeck seconded the approval of the renewal of D&O insurance at a not-to-exceed amount of \$750. Motion passed unanimously.

C. Recommendation and Discussion for October 2022 Campaign Closing Event

The Board discussed holding its next gala in October 2022. No motion taken.

D. Potential Participation in Glen Ellyn Chamber of Commerce Scarecrow Rows Event

Development Officer Evans reported that the Glen Ellyn Chamber of Commerce was holding its annual Scarecrow Rows event during October. Member Mattaliano agreed to decorate a scarecrow to represent GELF at a cost of roughly \$35.

E. *Spending Guidelines*

Board members should keep a wishlist of potential initiatives; any spending must be done within GELF spending guideline limits. No motion taken.

F. *Expenditures*

The Board discussed a gift for outgoing President Kelley Kalinch. No motion taken.

X. Miscellaneous Announcements

The next GELF Board Meeting will be held at 6:30 p.m. Wednesday, November 3, in the third-floor board room at the Library.

XI. Adjournment

Member Meyers motioned and Member Still seconded a motion to adjourn. Motion passed unanimously. Meeting adjourned at 11:03 a.m.