

Glen Ellyn Library Foundation Board Meeting Minutes
Tuesday, April 5, 2022
Glen Ellyn Public Library, 3rd Floor Board Room

I. Call to Order and Roll Call

The April 5, 2022, Regular Meeting of the Glen Ellyn Library Foundation Board was called to order at 6:35 p.m. Present were President Joli Murphy, Treasurer Merrill Rajeck, Secretary Kelli Christiansen and Board Members Peter Cooper, Molly Mattaliano, and Jim Meyers (by phone). Also present were GEPL Executive Director Dawn Bussey and Development Officer Julie Evans. Members Kelley Kalinch and Tony DeCesare were absent. Also in attendance were Gina Meyers and Marlene Slansky.

II. New Members

Gina Meyers and Marlene Slansky were elected to one-year terms to the Foundation Board by unanimous vote.

III. Approval of Minutes

With a motion by Mattaliano and a second by G. Meyers, the minutes of the January 12, 2022, meeting were approved by unanimous vote.

IV. GELF Board President Report

- A. Welcome new members
- B. President Murphy raised the notion of adding a vice president to the board to help with fundraising.
- C. President Murphy suggested that one GELF Board member attend GEPL Board meetings.

No action taken.

V. Treasurer's Report

- A. Treasurer Rajeck reported total revenues since inception of \$412,959.64 and total expenditures since inception of \$258,197.69
- B. Treasurer Rajeck reported the YTD 2022 investment return of (4.73%)
- C. Members Cooper and Mataliano joined Director Bussey and Development Officer Evans in January to perform the annual financial review. Dispersals were audited. Some process and procedure changes may change; additional fact-finding necessary.
- D. The annual filing has been done.

With a motion by Cooper and a second by G. Meyers, the Treasurer's Report was approved unanimously.

VI. Library Director's Report

A. Services & Operations.

—Director Bussey reported that the 2022 Summer Reading Program will benefit the Forest Preserve District of DuPage County with the theme of “Off the Beaten Path.”

—Bussey reported that the annual Ice Cream Social will be held at 7 p.m. Monday, June 13. Friends of the Library will hold a booksale at the same time.

—Bussey reported that the Library won a \$10,000 grant from NEA for a land acknowledgment.

—Bussey reported that the library was installing a new phone system.

—Bussey reported a new laser cutter would be ready in summer.

—Bussey described a concept for a maker space that could include materials and space for crafting, peg boards, embossers, dye cutters, thermal laminators, a sink, etc. Estimated cost = \$40,000.

—Prices for other projects were discussed as well, including an outdoor sign (\$40,000) and police station lockers (\$25,000–\$45,000).

B. Staff Appreciation Awards.

—Director Bussey reported that the annual staff appreciation awards were set for April 8, 2022, at an approximate cost of \$112.50.

—Mattaliano motioned and Slansky seconded a motion to approve salary reimbursement in the not-to-exceed amount of \$10,000 year. Motion passed unanimously.

C. Outreach Van.

Director Bussey reported that, due to ongoing supply chain issues, there is no ETA on the Outreach Van. An extension might be required to secure grant funds; if needed, the request will be made in September.

G. Meyers motioned and Murphy seconded a motion to accept the Library Director's report. Motion passed unanimously.

VII. Development Director's Report

A. Director Evans reported that April 5, 2022, was National Library Employee Day and that April 6 kicked off Library Volunteer Appreciation Month.

B. Evans reported that the GELF newsletter had been mailed and that printing cost \$217.

C. Evans reported that a total of forty (40) engraved bricks had been ordered, marking a total of \$24,000 in donations, including \$16,000 for the Outreach Van and \$8,000 for general funds. Evans added that she was working with a local company and that the bricks should be installed in May 2022 for a total cost of \$920, of which \$1,000 had already been approved.

D. Evans reported a total of \$4,400 in Q1 2022 donations including matching corporate gifts.

E. Evans suggested plans to mark the 25th anniversary of the Foundation and to build awareness through various publicity efforts.

F. Cooper motioned and G. Meyers seconded the expenditure of \$1,137 for development efforts. Motion passed unanimously.

Mattaliano motioned and Murphy seconded a motion to accept the Development Director's Report. Motion passed unanimously.

VIII. Old Business

- A. Molly Mattaliano updated the Board on plans for the 2023 Gala, noting two venue options: Danada House in Wheaton and The Ginkgo Room at Morton Arboretum. Projected ticket cost per person = \$250. Board members agreed on The Ginkgo Room as the venue for April 28, 2022. This will require a \$1,500 nonrefundable deposit. Mattaliano and Slansky will serve as Gala cochairs.
- B. G. Meyers motioned and Murphy seconded a motion to approve \$10,000 for deposits and software related to the 2023 Gala. Motion passed unanimously.

IX. Miscellaneous Announcements

Next meeting: August 24, 2022, at 9:25 a.m.

X. Executive Session

J. Meyers moved and Cooper seconded a motion to adjourn to Executive Session for discussion of personnel issues. Motion approved unanimously.

GELF Board members discussed the future of the Director of Development position. Executive session adjourned at 9:34 p.m. after a motion by Meyers and a second by Mattaliano and a unanimous vote to return to regular session.

XI. New Business

Regular session called again to order at 9:35 p.m. J. Meyers moved and Cooper seconded a motion to approve a 2% (two percent) salary increase for the Director of Development, retroactive to January 1, 2022. Motion passed unanimously.

XII. Adjournment

J. Meyers moved and Cooper seconded a motion to adjourn. Motion passed unanimously. Meeting adjourned at 9:38 p.m.