

Glen Ellyn Library Foundation Board Meeting Minutes
Wednesday, November 2, 2022
Glen Ellyn Public Library 3rd Floor Board Room

- I. Call to Order and Roll Call: The November 2, 2022 meeting was called to order at 7:05 PM. Present were President Joli Murphy, Treasurer Merrill Rajeck and Board Members Peter Cooper, Molly Mattaliano, Gina Meyers, Jim Meyers and Marlene Slansky. Also present were GEPL Executive Director Dawn Bussey via phone and GELF Development Officer Carrie Gowans. Absent were Board Members Kelli Christiansen, Tony DeCesare and Kelley Kalinich.
- II. Approval of Previous Meeting Minutes: Jim Meyers motioned and Gina Meyers seconded approval of the meeting minutes from the August 24, 2022 board meeting. Motion passed unanimously.
- III. Introduction of guests in attendance:
 - A. Katie Scherer, President Friends of the Library. She shared that it is the 100th Anniversary of Friends organization and a mailer was sent for fundraising. Several Friends volunteers are interested in supporting Silver Ball.
 - B. Mary Lou Skalkos, Auction Chair for the 2023 Silver Ball who was introduced to speak during the Silver Ball discussion.
- IV. Board President Report:
 - A. Foundation updates: Positive feedback was received from the Library Trustees for Library Foundation mission and activities and noted that Molly Hoerster, trustee, is volunteering on the Silver Ball Marketing Committee.
 - B. Discussed appointing a nominating committee for the Vice President position and to create a slate for the four Foundation officer positions: President, Vice President, Treasurer and Secretary.
 - C. The next Foundation meeting will be the annual meeting on Jan 11th, 2023 at 9:15 a.m.
- V. Treasurer Report:
 - A. Review and Approval of Financial Reports: Treasurer Rajeck presented the financial reports for the period ending September 30, 2022. The Market value of investments totaled \$417,292.79. The Glen Ellyn Bank & Trust checking account balance as of September 30, 2022 was \$9,908.89. The Charles Schwab checking account balance as of September 30, 2022 was \$38,970.74. Jim Meyers motioned and Molly Mattaliano seconded approval.
 - B. Investment Portfolio Annual Review: The investment committee met on Oct. 12, 2022 and reviewed the mutual fund investments at Schwab and noted that they were all performing as expected although the Extended Market investment was rated 2 stars and will be monitored as a result.

- C. Financial process updates: the Investment Policy document was updated for language in the document for board, committee and member responsibilities. Jim Meyers motioned and Molly Mattaliano seconded approval.
- D. Insurance Policy for Silver Ball: Merrill presented a quote from the Nolan Agency for required Silver Ball venue insurance for \$256.00. Molly Mattaliano motioned to approve the expense and Joli Murphy seconded approval.

VI. Library Director's Report (Call in)

- A. GEPL Employee Sophie joined the meeting and was introduced by Dawn. She shared a silver ornament as an example of a giveaway with the library's laser cutter, pricing estimated to be \$2 per ornament.
- B. Lockers: delivered to the Glen Ellyn Police Station, with tweaks to the install still happening.
- C. The October 21, 2022 Halloween event was a huge success and brought in 650 attendees.
- D. Electrical work started for the LED message board on Duane Street, and is expected to be completed by year-end, with landscaping happening in the Spring of 2023.
- E. GEPL Strategic Planning kicked off October 24, 2022, with surveys and focus groups are next. The Library will host a one day summit on March 10, 2023 and share results with the Library Trustees in April and move toward a plan in May 2023.

VII. Development Director Report

- A. Orientation: Carrie shared she has had meetings with core GEPL staff and several GELF Board Members to learn roles within the Library and the Board.
- B. Google Drive: All GELF documents have been uploaded and can now be shared with the Board.
- C. Silver Ball: Carrie is working with Molly on creating timeline and budgets, supporting the auction committee, sending our sponsorship emails/letters and entering sponsors in the database.

VIII. Old Business:

- A. Silver Ball updates: Molly shared the volunteer committees are full and working diligently on areas of specialty with several Board members helping. The tax exempt status was filed by Peter in November. The Event fundraising goal is \$100,000.
- B. Molly shared the event budget status, which was updated to include expenses for venue, event software and AV needs.
- C. Auction Committee appeal: Mary Lou shared auction letters and forms, requested the Board's help to secure unique experiences and items, and their goal is to raise \$50,000 from the Silver Ball auction.

IX. New Business:

- A. Approval of By-law language for a Vice President role, which Jim Meyers motioned for approval and Gina Meyers seconded.
- B. Nominate to reappoint Board members for three-year terms starting in 2023: Peter Cooper, Gina Meyers, and Marlene Slansky. Jim Meyers motioned for approval and Merrill Rajeck seconded.

C. Nominating Committee established for the 2023 Officers slate and President Murphy requested that volunteers join that committee.

X. Miscellaneous Announcements

XI. Adjournment at 8:31 PM.