

Glen Ellyn Library Foundation Board Meeting Notes
Wednesday, January 11, 2023 – 9:15 A.M.
Glen Ellyn Public Library 3rd Floor Board Room

- I. Call to Order and Roll Call: The January 11, 2023 meeting was called to order at 9:22 AM. Present were President Joli Murphy, Board Members Tony DeCesare (arrived at 10 a.m.), Peter Cooper, Kelley Kalinich, Molly Mattaliano, Gina Meyers, Jim Meyers and Marlene Slansky. Treasurer Merrill Rajeck joined via Zoom. Also present were GEPL Executive Director Dawn Bussey and GELF Development Officer Carrie Gowans. Absent was Board Member Kelli Christiansen.
- II. Introduction of Guests – GEPL Library Trustee President, Molly McGinnis.
- III. Approval of November 2, 2022 minutes – a motion was made by Jim Meyers and Molly Mattaliano seconded the approval of the regular meeting minutes. Motion passed unanimously.
- IV. Board President Report
 - A. Thank you to the Board Members for their commitment and participation over the past year; and especially, to Molly Mattaliano for chairing the Silver Ball, to Dawn Bussey and the library staff for loaning Carrie Gowans a library laptop and printer access.
 - B. Foundation Updates: Joli Murphy shared highlights from 2022 and 2023 Outlook in celebration of the 25th anniversary of the foundation and thoughts of building more GELF activity awareness with this event.
 - C. Joli Murphy met with Dan Anderson to discuss his role of honoree at Silver Ball and she shared his thoughts.
- V. Treasurer Report – Review Fourth Quarter 2021
 - A. Review and Approval of Financial Reports: The checking account held \$22,833.56 on Dec. 31st. The Schwab cash funds were \$42,078.83 and the investment assets were \$441,895.58 at year-end, up 5.83% from the third quarter. Kelley Kalinich motioned, and Jim Meyers seconded the approval.
 - B. Recap Contributions and Disbursements since November Meeting: Deposits were \$31,751.46 and withdrawals were \$24,873.06
 - C. Insurance Policy secured for Silver Ball: Merrill paid the \$256 to the Nolan Agency in Nov 2022 and he spoke to the agent to learn that we should be set with the policy.
- VI. Library Director's Report
 - A. Elevator repairs are underway for their modernization and anticipated to be complete in February 2023.
 - B. There has been a delay with the LED message board installation on Duane Street, which is now expected to be completed in February, with landscaping happening in the Spring of 2023.
 - C. The Human Library: the library will host this event on May 6th where participants will be able to register for hour-long sessions to browse book descriptions and “check out” “Books” – community members who have volunteered to share their experiences.
 - D. The summer 2023 reading program will have a pop-art Warhol theme and will benefit The Glen Ellyn Food Pantry.
 - E. The Workshop full time position has been posted.
 - F. Lockers: delivered to the Glen Ellyn Police Station, the drop box was installed. Library staff members are trying the lockers to ensure everything works properly with community members eagerly anticipating this new service to serve the South Roosevelt corridor.
 - G. Dawn reminded the Board that we made a commitment to the additional expenses of the Outreach Van that hopefully will be delivered this year.
- VII. Development Director Report
 - A. Ongoing Fundraising: Carrie continues to send emails and mailing letters to existing donors and prospective individuals and corporations for Silver Ball sponsorship and auction items.

- B. Donations to date: Carrie shared confirmed Silver Ball sponsors and auction items and the 2022 GELF donors' updates.
- C. GiveSmart Training: Gina Meyers and Carrie have been working together on the event site to have a live page on February 1, 2023. In-person training for registration with the day-of event volunteers is slated for April 2023 at the library.
- D. Overall Foundation Expenses: Carrie and Molly Mattaliano shared the Silver Ball expenses.
- E. Updates for Silver Ball Master Spreadsheet: Carrie shared that the master spreadsheet is updated regularly and has the sponsorship, auction and sponsor leads accessible for the Board Members to view and contact.
- F. Silver Ball Save-the-Date Postcards: A database was created and shared with the Marketing Committee to send the postcards in February with GiveSmart QR code.

VIII. Old Business

- A. Silver Ball Updates: Molly Mattaliano Silver Ball updates, current sponsorship totals, save-the-date postcards will be going out on February 1st, invitations will be sent out on March 1st, and an audio-visual company has been selected.
- B. Extension of Silver Ball Expenditures: Molly Mattaliano shared that the Silver Ball Committee needs an additional \$55,000 for expenditures this year. Kelley Kalinich motioned and Marlene Slansky seconded approval.
- C. Dan and Midge Anderson's Donation: Joli Murphy met with Dan Anderson to discuss the \$15,000 match with timing closer to The Silver Ball event date and the best manner for its use to raise additional funds.
- D. Sales Tax Exemption: Peter Cooper shared that the documents have been filed and anticipates the sales exemption form at the end of February.

IX. New Business

- A. Tony DeCesare and the Nominating Committee presented Gina Meyers as candidate for the new Vice President role. The committee put forth a slate of Joli Murphy, President, Gina Meyers, Vice President, Merrill Rajeck, Treasurer and Kelli Christensen, Secretary. Jim Meyers motioned and Molly Mattaliano seconded approval. Motion passed unanimously.
- B. Joli Murphy scheduled 2023 foundation meeting dates as follows: April 5th at 6:30 PM, August 30th at 9:15 AM, November 1st at 6:30 PM and the Annual Meeting on January 10th, 2024 at 9:15 AM. The Silver Ball follow up meeting is scheduled for May 15th at 9:15 AM.
- C. Joli Murphy asked the Board for two volunteers to join the 2023 Financial Review Committee Subcommittee in addition to Merrill and Dawn Bussey. Kelley Kalinich and Marlene Slansky volunteered with Kelley following up to schedule dates.
- D. Joli Murphy and asked for Board Members to volunteer to provide input into the Development Officer goals for 2023. Kelley Kalinich volunteered along with Kelli Christiansen to assist.
- E. Joli Murphy asked for up to \$15,000 for the Development Officer salary expense for 2023 with Silver Ball efforts. Gina Meyers motioned and Peter Cooper seconded approval.

X. Miscellaneous Announcements – none.

XI. Adjournment at 11:30 AM.