

Glen Ellyn Library Foundation Board
Meeting Minutes
Monday May 15, 2023, at 9:30 a.m.
Glen Ellyn Public Library 3rd Floor Board Room

I. Call to Order and Roll Call

The May 15, 2023, meeting of the Board of Trustees of the Glen Ellyn Library Foundation was called to order at 9:32 a.m. Those present were President Joli Murphy, Vice President Gina Meyers, Treasurer Merrill Rajeck, Secretary Kelli Christiansen, Development Officer Carrie Gowans, and Board members Peter Cooper, Kelley Kalinich, Molly Mattaliano, Jim Meyers, and Marlene Slansky. Tony DeCesare was absent. Also present was Glen Ellyn Public Library Executive Director Dawn Bussey.

II. Approval of Previous Meeting Minutes

Regular Meeting on April 5, 2023, Minutes were approved unanimously.

III. Board President Report Foundation updates

President Murphy updated the Board about the success of The Silver Ball and thanked everyone for their efforts. More than \$250,000 was raised from the April 28, 2023, gala. Exact figures yet to be calculated; figures to come.

IV. Treasurer Report

- a. **Financial Reports** -- Treasurer Rajeck reported that the Foundation's balance at Glen Ellyn Bank & Trust was \$165,794.71 as of May 12, 2023. Asset allocation reported on target, except for the Foundation's money market fund, which was at 9.5 percent rather than 5 percent. Treasurer Rajeck reported that the required filings for the charitable bureau were complete. Treasurer's Reports were accepted unanimously.
- b. **Review GE Bank & Trust Reports from Silver Ball** - Treasurer Rajeck reviewed the revenue and expenses accrued to date.
- c. **Status of Foundation spending annually over the past 3 years** - The Board discussed setting a spending goal every January. The six-year average for giving equaled 7.6 percent of assets; 5 percent over the 3-year rolling average is the goal.

V. Library Director's Report

- a. **Update Regarding Current Library Services and Operations** - Director Bussey reported that library circulation was flat at roughly 80 percent of pre-Covid levels but that space usage is up. The Summer Reading program will be a Warhol theme in keeping with the Andy Warhol exhibit at College of DuPage. The annual ice cream social was scheduled for June 12.
- b. **Makerspace timeline** - The Outreach Van has been delivered and outfitted.
- c. **Outreach Van** - Director Bussey reported that she had met with an architect regarding The Workshop and that build-out is expected for 2024.
 - The Director's Report was accepted unanimously.

VI. Development Director Report

- a. **Thank You letters for 2023** - Director Gowans reported that thank-you letters were in the works and would go out in May and June 2023

- b. **GiveSmart Reporting and Updates** – An update on the functionality and usefulness was given.
- c. **GELF Awareness and Publicity from Silver Ball** - She reported that she would man a Foundation table during the Ice Cream Social.

VII. Old Business

- a. **Update on Silver Ball Event successes and follow up** - Molly Mattaliano, chair, updated the Board on The Silver Ball, noting that the \$250 ticket price worked and that the actual cost was \$185 per person. She thanked Diana Martinez for emceeing the event.
- a. **Ideas for the next event (to be determined)** - The Board discussed pros, cons, and lessons learned..
- b. **Increase salary reimbursement level for Development Officer** - The Board discussed the development director position, including hours, pay rate, cell phone reimbursement.
 - Jim Meyers motioned and Marlene Slansky seconded a motion to set the development director salary expense at \$15,000 for the rest of the year at 15 hours per week. Motion passed unanimously.
 - Gina Meyers motioned and Peter Cooper seconded a motion to approve the expenditure of \$20 per month for cell phone reimbursement for Director Gowans. Motion passed unanimously.

VIII. New Business

Discuss allocation and timing of disbursements of funds raised from

The Silver Ball - President Murphy suggested that at least \$65,000 from The Silver Ball proceeds go to the endowment. The Board agreed that all proceeds from The Silver Ball will be transferred to Schwab to put in the endowment.

IX. Miscellaneous Announcements

The next meeting of the Board of the Glen Ellyn Foundation was set for 9:30 a.m. Tuesday, August 22, 2023, in the third floor boardroom at Glen Ellyn Public Library.

X. Adjournment

Meeting adjourned unanimously.