

Glen Ellyn Library Foundation
Regular Meeting Minutes
November 1, 2023

I. Call to Order and Roll Call

The November 1, 2023 meeting was called to order at 6:33 p.m. in the Glen Ellyn Public Library third-floor board room. Present were President Joli Murphy (via Zoom), Vice President Gina Meyers, Treasurer Merrill Rajeck, Secretary Molly Mattaliano and Board Members Peter Cooper, Kelley Kalinich (via Zoom), Jim Meyers and Marlene Slansky (via Zoom). Also present were GEPL Executive Director Dawn Bussey and GELF Development Officer Carrie Gowans.

II. Introduction of Guests

Prospective Board Member Diana (Didi) Foth joined the meeting. She has lived in Glen Ellyn since 1989, serving on various boards, including the Library Trustees.

III. Approval of Minutes from the August 22, 2023 meeting: Peter motioned to approve the Minutes, and Jim seconded. The motion passed unanimously.

IV. Board President Report

- A. Foundation Updates: It has been a light month since President Murphy relocated to Colorado.
- B. Board member update: Kelli Christiansen and Tony DeCesare resigned from the Board; there are openings for three new members. Kelli has been on the board for 5 or 6 years; she is busy with the Village Board. Tony changed jobs, and his schedule does not allow him to serve on the Board. Joli asked the Board to reach out to Jim or Peter with names of prospective Board Members.

V. Treasurer Report

- A. Treasurer Merrill Rajeck presented the financial reports for the period ending 10/31/23. He reported that the market value of investments in the Charles Schwab Investment Account totaled \$623,011.19. The Glen Ellyn Bank & Trust checking account held a balance of \$11,907.96 on 10/31/23.
- B. Merrill reported that the Foundation's investment portfolio is right on target with asset allocations. He also reported that \$80,000 has been set aside for the Library's new Makerspace. The funds are sitting in the Money Market. Jim moved to approve the report; Gina seconded. All approved.

VI. Library Director's Report

- A. Library Executive Director Dawn Bussey reported that the Library is incredibly busy. People are using spaces throughout the Library. The Short Story Kiosk is

making the rounds to all the grammar schools. Hundreds of stories have been dispensed, including lots of Halloween stories. Dawn noted that the Library can change the story offerings based on what the school wants. Dawn updated the Board on projects created by makerspace equipment. She displayed a tote bag created using Cricket. Dawn reported that the new makerspace librarian, Allie, is doing a Thanksgiving project.

- B. Dawn offered an update on the 2nd floor renovation and makerspace construction project. Construction is set to begin just after January 1; the permits are here. The project so far is on budget and on schedule. Furniture has been ordered. Peter asked about a 3-dimensional diagram of the makerspace. He said it would be nice to have for the Donors. Joli said it would be great to share this with Dan Anderson as well.

VII. Development Officer Report

- A. Development Officer Carrie Gowans shared information about a few Friends of the Library events. She said she attended both of their mailing meetings. She informed the Board that July 26 is the opening night of the World on the Move exhibit. It is an event that needs our support.
- B. Carrie reported on major Website enhancements; she met with Gina, Rachael and Dawn to update the web page. She reported that we are getting more people visiting the webpage, but we are limited on what we can do since we are part of the GE library website. Carrie added a thermometer to visually show our fundraising progress. Carrie asked for photos and bios of the Board Members for the web page; ideally by the end of 2023.
- C. Carrie discussed plans for Giving Tuesday. She said she would promote it on all the Library's Social Media platforms, and also do a targeted email campaign followed by thank you letters. The fundraising goal is \$2,500.
- D. Carrie outlined her progress toward publicity for the Foundation: she is writing an article for the December issue of Stroll magazine.
- E. Chamber of Commerce Membership; Carrie will meet with the new President of Chamber to see how we can work together. Peter said there could be a listing of local charities for Giving Tuesday. Kelley will check into it. Carrie wrote an article about local charities that are available for Giving Tuesday for Stroll Magazine. Gina asked Dawn if we could get the Makerspace into the Daily News.
- F. Mary Lou Skalkos Plaque: Joli said we might do an endcap in the Youth Department. Cost of the actual plaque is around \$150; Jim moved to approve up to \$200; Gina seconded. All approved. Should we be a member of the nonprofit part of the G.E. Chamber of Commerce for \$175? We would get some benefits from the Chamber; publicity, for one. The Library is already a member. Molly moved to approve the membership; Peter seconded. All approved except Kelley; she said the membership is redundant. We will reevaluate next year.

VIII. Old Business

- A. The Board discussed the Grant for the Makerspace. Dawn reported that the cost was closer to \$389,000. She said the Library has had to pay out some money. Dawn said she would like the money by January, but she said the Foundation might want to donate in the 2023 year. Kelley asked whether our money would go toward equipment or construction. Dawn said it is all one fund. Peter said there is no reason to wait. He proposed we give \$100,000 right away. Gina agreed. Peter moved that we donate \$100,000 this year; Gina seconded. All approved. Joli raised the concern about overruns. Joli said we have already met our legal spending requirements for the year. Peter said there is no legal reason not to give it.
- B. Development Officer Review and Raise: Gina thanked Jim for helping. Carrie shared her professional goals. Gina said she will look for training opportunities. Carrie's goals are as follows: she will try to raise \$15,000 for the Foundation; she will work on updating the Foundation's webpage; she will develop an action plan for donors; she will create an elevator pitch; she will work on developing our brand; she will plan events such as donor coffees; she will continue to update the database.
- C. The Nominating Committee, which included Jim, Marlene and Peter, presented the 2024 Officers Slate: President—Gina Myers; Vice President-- Peter Cooper; Treasurer—Merrill Rajeck; Secretary-- Molly Mattaliano. The slate will take effect on January 1, 2024. Jim will get together with the group to discuss potential board members.

IX. New Business

- A. Gina proposed getting together off-site to create some goals for the future. Board members were open to this idea. Jim said he wants to get Dawn's input on what the library will need.
- B. Dan Anderson wants the makerspace plaque to be in Midge's name, not his.

X. Miscellaneous Announcements

This is Joli's last meeting. Joli said she is grateful for her time at the library. She thanked Dawn and everyone on the Board. The Board presented Joli with an engraved picture frame thanking her for her service.

XI. The meeting adjourned at 8:25 p.m.

Next meeting is January 10 at 9:30 a.m.