

Glen Ellyn Public Library Board of Trustees
Meeting of November 17, 2025
3rd Floor Boardroom

CALL TO ORDER:

President Volk called the meeting to order at 7:00 PM

ROLL CALL:

Trustees Present:

President:	Karen Volk	Vice President:	Kathy Slovick
Treasurer:	Andrew Savikas	Secretary:	Richard Jones
Trustee:	Chris Crawford	Trustee:	Kay Fillingham

Trustees Absent:

Trustee: Beth Murin

Staff Present:

Dawn Bussey	Library Director
Phillip Bormet	Information Technology Director
Leslie Jacobs	Adult Department Director
Ann Lindsey	Materials Processing Manager
Maria Shackles	Youth Department Director
Maria Tachna	Assistant Director

Other Present:

Molly McGinnis Knapke

AUDIENCE PARTICIPATION:

Phillip Bormet, IT Director, provided a brief presentation to the Board. He reviewed the cybersecurity awareness training implemented through KnowBe4, a platform designed to challenge users, keep them informed, and build confidence in recognizing and avoiding cyber threats. He also summarized several infrastructure improvements completed this year. Phillip noted that the library's network switches currently average more than seven years in age and span six different manufacturers, with some equipment dating back to 2011. To improve reliability and streamline troubleshooting, the IT Department has begun replacing aging switches, reducing the number of manufacturers in use, and updating equipment as needed. Additional projects completed by the IT Department include installing new wireless access points, purchasing and deploying new Youth public PCs, upgrading the server, replacing outdated switches, and deploying new staff computers for Youth and Library Services. Phillip also provided updates on the Library of Things collection, noting that all conversion kits have now been added to the catalog. Any library cardholder can check out a conversion kit without needing to schedule an appointment with the IT Department. He concluded with an overview of recent enhancements to the Flight Simulator—including a new seat and controls, an upgraded screen, and a new public booking portal designed to improve community access—as well as the successful conversion of the Media Lab into The Studio, which has already seen increased usage.

MINUTES OF PREVIOUS MEETING:

Treasurer Savikas moved to accept the minutes of the regular Library Board Meeting on October 20, 2025. Motion Seconded and Carried – Voice Vote - Unanimous.

COMMUNICATIONS:

The Board reviewed the monthly communications.

OFFICER'S REPORT:

Treasurer Savikas reported on the financials this month. Of particular note, \$2,248 was paid to Paragon Asset Recovery Services for legal work completed, \$1,431.92 was paid to Full Compass Systems for sound absorption panels, \$2,700 was paid to Product LLC for work on the first floor refresh, \$2,879.45 was paid to Block for replacement credit card readers for all points of sale in the library, \$15,300 was paid to Provantage for a replacement server and 3 public laptops, a networking instant on switch with copper cabling and a Dell Pro Notebook.

FINANCIAL REPORTS:

Treasurer Savikas moved to authorize expenditures for goods and services totaling \$273,219.98 as listed in the November 2025 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.

Treasurer Savikas moved to accept the October 2025 Revenue and Balance Sheet, and the November 2025 Expenditure Report. Motion Seconded and Carried – Voice Vote - Unanimous.

LIBRARIANS' REPORTS:

Director Bussey reported on statistics for the month, noting positive trends across several service areas. Registered cardholders increased by 11% year-to-date. Monthly loans of physical materials rose 6%, and e-materials usage increased 13%. Adult database usage grew 15%, driven by Morningstar, the New York Times, and digital yearbook searches. Youth database usage increased 40%, primarily due to higher use of ABC Mouse and TumbleBooks. Website page views rose 13%, and public computer sessions increased 37% for the month.

Director Bussey reported that the annual evaluation process is underway and will be completed by December 6. Merit-based raises between 0–3% will be recommended based on individual performance.

An email, including photos, was sent to President Burket regarding the parking lot. The request is to adjust the paid parking time restriction from 2:00 p.m. to 11:00 a.m.

Director Bussey noted that Baker & Taylor has ceased operations and laid off staff. Boundless, the library's former e-audiobook and e-book platform provided through RAILS, will be transitioned to a new platform called Palace Project. RAILS will migrate existing Boundless content into Palace Project, which will require users to access materials through a different app.

Library staff will present to village department heads tomorrow to highlight the resources and services available to support their work.

Finally, Director Bussey shared that the StoryWalk has been relocated to Panfish Park. The new location allows the StoryWalk to be spread out more naturally, and it is being well-used by

neighborhood families who frequent the playground. The StoryWalk now extends from the playground to the police station, where convenient parking is available.

3 things to know or share: 1. Holiday Walk is next Friday November 28th from 2 – 4:45 2. You can purchase a brick from the Foundation for \$250 and 3. The Youth refresh is nearing completion and coming together!

NEW BUSINESS:

Resolution 2025-4, Meeting Dates of the Board of Trustees:

Trustee Crawford moved to approve Resolution 2025-4, a Resolution Establishing Meeting Dates of the Board of Trustees for Calendar Year 2026. Motion Seconded and Carried – Voice Vote – Unanimous.

Resolution 2025-5, Closing Dates for Calendar Year 2026:

Vice Slovick moved to approve Resolution 2025-5, a Resolution Establishing Closed Dates of the Board of Trustees for Calendar Year 2026. Motion Seconded and Carried – Voice Vote – Unanimous.

EXECUTIVE SESSION:

At 8:08, Trustee Crawford moved to adjourn the Regular Library Board Meeting and move into executive session for the purpose of the Director's annual review. Motion Seconded and Carried – Voice Vote – Unanimous.

Meeting adjourned at 8:19

Maria Tachna
Assistant Director