

# Glen Ellyn Public Library Board of Trustees Meeting of March 16, 2026

## 3rd Floor Board Room

### CALL TO ORDER

President Volk called the meeting to order at 7 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

#### Others Present

Karen Pulver

#### Staff Present

Dawn Bussey, Executive Director

Rachael Flewelling, Marketing Manager

Leslie Jacobs, Adult Department Director

Ann Lindsey, Materials Processing Manager

Maria Tachna, Assistant Director

## AUDIENCE PARTICIPATION

Rachael Flewelling, Marketing Manager, provided a brief presentation to the Board. She began by introducing her team, which includes three full-time staff members. Joey is responsible for social media, video production, events, and provides additional support as needed. Ashley was introduced as the new graphic designer.

Rachael reviewed the board report and shared statistics from the Metra campaign, noting a total of 169 scans. She also highlighted a half-page advertisement in the Chamber guide, which aligns with the Metra campaign and reinforces the same messaging. Summer reading t shirts have been ordered and will be arriving soon, with the library logo featured on the back.

Rachael shared several highlights, including discussion of the induction burner and upcoming initiatives. She provided an overview of ADA Title II requirements, which the library is working toward meeting by next year. As part of the Connect and Share story, she referenced Restaurant Week and directed the Board to review additional details in her packet.

Rachael explained that Title II requires compliance with accessibility standards for websites, mobile applications, and electronic documents that follow ADA guidelines. The compliance deadline is April 2027. Areas requiring compliance include the library website, plugins, online catalogs and discovery layers, event calendars and forms, PDFs and digital documents, embedded third party tools, and mobile applications provided or branded by the library, such as Libby and Palace. She noted that these requirements apply to all services, programs, and activities, not just the website. Key areas of focus include providing text alternatives for images, captions for video and audio content, keyboard only navigation, sufficient color contrast, and a logical heading and reading order. While there are some exceptions, they are limited and do not apply to core services that are frequently used.

Rachael emphasized that the goal is to ensure digital services are accessible to people with disabilities and that digital accessibility is enforceable rather than optional. She concluded by reviewing current activities underway to support compliance and the library's commitment moving forward.

## MINUTES OF PREVIOUS MEETING

Treasurer Savikas **moved to accept the minutes of the regular Library Board Meeting on February 19, 2026. Motion Seconded and Carried – Voice Vote - Unanimous.**

## COMMUNICATIONS

The Board reviewed the monthly communications.

## OFFICERS REPORT

President Volk reported on the upcoming LACONI Trustee Banquet scheduled for April 17. Karen and Kay will not be able to attend. She also shared information from a budgeting toolkit webinar she attended. President Volk noted that the next Village Board meetings are scheduled for April 13 and April 27. Vice President Slovick will present to the Village Board on April 27<sup>th</sup> about the Library of Things. President Volk also attended a Trustee Forum webinar and emphasized that one of the most important responsibilities of the Board is maintaining the fiduciary oversight of the library. She noted that the Board's duty to the library includes utilizing available resources when they are accessible. Discussion ensued, and Board members shared a range of perspectives on these responsibilities and approaches.

Dawn shared a financial snapshot, noting that property taxes typically account for 93 to 95 percent of library revenues. The library's percentage is lower, as additional revenue sources such as interest, passports, and the café help reduce reliance on property taxes.

Treasurer Savikas reported on the financials this month. Of particular note, \$2,316 was paid to Pluralsight for the annual IT professional development platform, \$7,740 was paid to Abila, Inc. for accounting software for the year, \$4,715.88 was paid to Academic and Collegiate Software for Adobe Creative Cloud Suite for the public, \$2,800 was paid to Valsoft Ireland for annual subscription to Collection HQ, \$2,365 was paid to Provantage for 4 network switches, \$4,716.84 was paid to Little People's Cove for the interactive walls in the you play area, this was paid with gift money from the Foundation, and Sweetwater was paid \$2,736 for the portable PA system, paid with gift money from the Friends of the Library.

## FINANCIAL REPORTS

Treasurer Savikas **moved to authorize expenditures for goods and services totaling \$296,301.46 as listed in the March 2026 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote - Unanimous.**

Treasurer Savikas **moved to accept the February 2026 Revenue and Balance Sheet, and the March 2026 Expenditure Report. Motion Seconded and Carried – Voice Vote – Unanimous.**

## DEPARTMENT REPORTS

Director Bussey reported on the library's monthly statistics, noting positive trends across several service areas. Loans of materials stayed flat in February, however E-material loans increased 5% for the month. The Studio is beginning to see an uptick in usage, and study room usage increased by 24%.

The Youth corner is done and opens tomorrow. It's going to be a vet clinic when it opens, and then our giant lite brite will come this week too!

The Friends this past weekend netted almost over \$5,000 from their 2-day book sale. The Foundation has an appeal letter that they are in the process of writing and a snapshot similar to ours. They are picking up bricks from the brick campaign and bringing them to us tomorrow. Maintenance will seal them, and, if the weather cooperates, install the bricks the week of National Library Week. The Foundation will be placing a 600 -lb boulder near the bricks. The shrubs that are there have been removed, and the area has been mulched. Once the boulder is in place, we will decide if more landscaping should be placed there. The Foundation is also talking about holding a book talk event, possibly at the end of September. This is an awareness campaign and not an ask.

The library will be hiring 2 paid interns this summer from Dominican University, made possible by a grant from Milton Township. Director Bussey distributed the library's annual Snapshot.

Director Bussey concluded with three items to share: 1. Karen Christiansen, Library Services Assistant Director and Technology Specialist, is the library employee of the year, 2. Check out the youth department! 3. The library now has Mahjong sets as part of our Library of Things, and we have crafted in the workshop some wooden boxes to keep them in, an, and 4. Coming soon to our Library of Things is an induction burner, donated by Go Green Glen Ellyn!

## NEW BUSINESS

Approval of Proposal to Update the Capital Asset Study to BTC in the amount of \$12,500: Trustee Crawford **moved to approve the Proposal to Update the Capital Asset Study to BTC in the amount of \$12,500. Motion Seconded and Carried – Roll Call Vote – Unanimous.**

Approval of Proper Use and Responsibility Policy:

Treasurer Savikas **moved to approve the Proper Use and Responsibility Policy. Motion Seconded and Carried – Voice Vote – Unanimous.**

## OTHER BUSINESS

President Volk reminded board members to complete the DuPage County Ethics Statement.

## ADJOURNMENT

At 8:15, Trustee Crawford moved **to adjourn the Regular Library Board Meeting. Motion Seconded and Carried – Voice Vote – Unanimous.**

Meeting adjourned at 8:16.

Maria Tachna, Assistant Director