Board of Trustees Meeting Minutes

GLEN ELLYN PUBLIC LIBRARY

June 15, 2026 • 7 pm • Board Room, 3rd Floor

CALL TO ORDER

Vice President Slovick called the meeting to order at 7 pm

ROLL CALL

Trustees Present

Vice President: Kathy Slovick
Treasurer: Andrew Savikas (participated via phone)
Secretary: Richard Jones
Trustee: Chris Crawford
Trustee: Kay Fillingham
Trustee: Beth Murin

Trustees Absent

President: Karen Volk

Others Present

Jennifer Baldwin – League of Women Voters

Staff Present

Dawn Bussey, Executive Director
Ann Marie Lindsey, Materials Processing Manager
Maria Shackles, Youth Director
Maria Tachna, Assistant Director

AUDIENCE PARTICIPATION

Jasleen Kaur, CPA, of Lauterbach & Amen, LLP, briefly reviewed the draft audit report for the fiscal year ended December 31, 2025, noting that the audit remains in draft form pending the completion of the IMRF audit. She also reviewed the required communication letter, which confirms whether there were any disagreements with management or difficulties encountered during the audit. Ms. Kaur reported that there were no material disagreements or difficulties and that the library received an unmodified opinion, the highest level of assurance an organization can receive, indicating that the financial statements are fairly presented in all material respects.

Ms. Kaur provided an overview of the audit report, noting that the Management's Discussion and Analysis, prepared by Library staff, appears on pages 4–12, followed by the basic financial statements beginning on page 13, including the fund financial statements, which present the library's financial activity by individual fund. She also reviewed the fund balances and budget-to-actual comparisons and noted that the notes to the financial statements begin on page 22.

Ms. Kaur briefly reviewed the Management Letter, which includes recommendations related to best practices, standard information technology security comments, and upcoming Governmental Accounting Standards Board (GASB) pronouncements that will be implemented in future audits. She also noted that the Special Gifts Fund exceeded its budget by a small amount during the fiscal year.

Ms. Kaur thanked the Finance Department for its preparation and assistance throughout the audit process and commented that the audit proceeded smoothly.

MINUTES OF PREVIOUS MEETING

Trustee Crawford moved to accept the minutes of the regular Library Board Meeting on May 18, 2026. Motion Seconded and Carried – **Voice Vote – Unanimous.**

Trustee Crawford moved to accept the minutes of the Executive Search Committee Meeting minutes on June 1, 2026. Motion Seconded and Carried – **Voice Vote – Unanimous.**

COMMUNICATIONS

The Board reviewed the monthly communications.

OFFICERS' REPORTS

Financial Reports

Treasurer Savikas reported on the financials this month. Of particular note, $9,085.44 was paid to Schindler Elevator for the annual maintenance fee, $5,004 was paid to C. Acitelli Heating and Piping to furnish and install the fin tube cover in the children's area, $19,092.13 was paid for new furniture in the first floor refresh, $44,108.83 was paid to SMC Construction for progress billing, and $6,628.01 was paid to Provantage for 3 HP printers.

Trustee Crawford moved to authorize expenditures for goods and services totaling $320,672.36 as listed in the June 2026 Expenditure Approval List. Motion Seconded and Carried – **Roll Call Vote – Unanimous.**

Trustee Crawford moved to accept the May 2026 Revenue and Balance Sheet, and the June 2026 Expenditure Report. Motion Seconded by Trustee Fillingham and Carried – **Voice Vote – Unanimous.**

STAFF REPORTS

Director Bussey reported that the library received eight Freedom of Information Act (FOIA) requests during the past week, she has been gathering the requested documents, and the library's attorney has been reviewing the responses prior to release.

Director Bussey also shared that the landscaping project near the Pathway to Lifelong Learning has been completed and has received positive feedback from the community. Visitors have expressed interest in locating commemorative bricks, and the completed project has enhanced the appearance of the area.

An update was provided on the continued growth in usage of the makerspace and The Studio. Recent staffing changes were mentioned, including seasonal employee transitions, and an announcement that Marianna was selected to fill the full-time Technology Associate position.

The American 250 event and ribbon-cutting ceremony were highly successful. The event attracted approximately 260 attendees, and all 47 flight simulator appointments were filled. The library's social media coverage of the event has generated significant engagement, and Board members were encouraged to review the Marketing Department's report for additional statistics.

Three things to know and share are:

- State of Illinois library is now making select eBooks and eResources available to all Illinois residents with or without a library card
- The new Metra ads are on the train
- The library participates in the Museum pass program. In May, 48 museum passes were given out, with the most popular places being with Brookfield Zoo. Tell people about it!

COMMITTEE REPORTS

A budget committee meeting will be scheduled in August.

Trustee Crawford volunteered to present at the July 27th Village Board meeting to highlight a few library services and initiatives.

UNFINISHED BUSINESS

None

NEW BUSINESS

Review and Approve Submitting .02 Building Maintenance Levy Documents to the Village: Trustee Crawford moved to approve submitting the .02 Building Maintenance Levy Documents to the Village. Motion Seconded and Carried – **Roll Call Vote – Unanimous.**

Resolutions 2025-2 and 3 Revised: Trustee Murin moved to approve Resolutions 2025-2 and 3 Revised. Motion Seconded and Carried – **Roll Call Vote – Unanimous.**

Review Updated Long Term Capital Plan: The board reviewed the updated long term capital plan, some discussion ensued.

OTHER BUSINESS

None

ANNOUNCEMENTS

None

EXECUTIVE SESSION

At 8:25 pm, Trustee Crawford moved to Adjourn the Regular Library Board Meeting and move into executive session for the purpose of semiannual review of the executive session minutes and recordings. Motion Seconded and Carried – **Voice Vote – Unanimous.**

ADJOURNMENT

Meeting adjourned at 8:26 pm.

Maria Tachna, Assistant Director