



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING**

**June 26, 2022**

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**PRESENT:** Katie Allan, Elizabeth Crewe, Brecken Cutler, Joyce Hagen-McIntosh, Shannon Rischow, Lisa Katzenberger

**ABSENT:** Becky Spratford

**VISITORS:** Craig Meadows

**STAFF PRESENT:** Charity Gallardo, Chuck Johnson

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Meeting called to order by Crewe at 7:00pm.

**MOTION TO APPROVE AGENDA.**

A motion was made by Hagen-McIntosh to approve the agenda.

Seconded by Cutler.

All in favor.

**MOTION PASSED**

**PUBLIC COMMENTS ON THE AGENDA:**

None.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

**Facilities Condition Assessment**

Craig Meadows of StudioGC presented about the facilities condition assessment they conducted for us. It will provide areas of focus and budget estimates for facilities expenses for the next several years.

**Selection of Strategic Planning Consultant**

A motion was made by Katzenberger to select FastForward Libraries as a strategic planning consultant.

Seconded by Crewe.

All in favor.

**MOTION PASSED**

**Illinois Public Library Annual Report (IPLAR)**

Executive Director Gallardo reviewed the draft IPLAR for FY2021-22.

**A motion was made by Hagen-McIntosh to authorize Executive Director Charity Gallardo to electronically sign the IPLAR for the Board President and Secretary.**

**Seconded by Allan.**

**All in favor.**

**MOTION PASSED**

**Resolution No. 06-28-A-2022: Annual Resolution Authorizing Public Library Non-Resident Cards**

**Allan made a motion to approve Resolution 06-28-A-2022: Annual Resolution Authorizing Public Library Non-Resident Cards.**

**Katzenberger seconded.**

**All in favor.**

**MOTION PASSED**

**Preliminary Levy Request to the Village of La Grange**

**Hagen-McIntosh motioned to approve the preliminary levy request for the tax year 2022 to the Village of La Grange as presented.**

**Seconded by Rischow.**

**All in favor.**

**MOTION PASSED**

**Committee Reports**

**Finance & Advocacy: Rischow**

None.

**FOL Liaison: Katzenberger**

The Friends of the Library have a regular presence at the farmers market this year. Their next meeting will be July 11.

**RAILS/ILA Liaison: Spratford**

None.

**Policies & Services: Allan**

The committee met in June and reviewed several policies, which they recommend for approval by the full Board. Those will be on the July regular meeting agenda.

**Village Liaison: Cutler**

None.

**Executive Director's Report:**

Gallardo will be scheduling 1 on 1 meetings with all staff. She did this when she started and felt it would be a good opportunity to meet with everyone again. She highlighted the new E-Checks report that captures electronic transactions and is working on setting up more vendors for ACH payments. Gallardo shared that Chuck Johnson added statistics to Open Gov to compare usage of various media.

**MOTION TO APPROVE THE OMNIBUS AGENDA**

Hagen-McIntosh motioned to approve the Omnibus Agenda.

Seconded by Katzenberger.

**ROLL CALL VOTE**

Allan: aye.

Crewe: aye.

Cutler: aye.

Katzenberger: aye.

Rischow: aye.

Spratford: aye.

Hagen-McIntosh: aye.

**MOTION PASSED**

**PUBLIC COMMENTS REGARDING MATTERS NOT ON THE AGENDA:** None

**TRUSTEE COMMENTS:** None

**CLOSED SESSION:**

Cutler motioned to go into executive session at 8:23pm pursuant to 5 ILCS 120/2 Sections 1 and 11. Hagen-McIntosh seconded.

**ROLL CALL VOTE**

Allan: aye.

Cutler: aye.

Hagen-McIntosh: aye.

Katzenberger: aye.

Rischow: aye.

Crewe: aye.

**MOTION PASSED**

The Board of Trustees reconvened in Open Session at 9:30pm. No action was taken in closed session.

**ADJOURNMENT:** Crewe adjourned the meeting at 9:30 pm.

Submitted by:

Charity Gallardo  
Executive Director