

RIVER FOREST PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes: Regular Board Meeting: June 17, 2025, 6PM

Call to Order: At 6:02pm, President Delano called the Regular Meeting of the River Forest Public Library Board of Trustees to order. The roll was taken:

- Trustees Present: Scott Delano, Ann Berens, Elan Long, Simon Saddleton, Lindsay McIntyre, Kathleen O'Neill, Nathan Root.
- Also Present: Emily Compton (RFPL Director) and Shannon Duffy (RFPL Operations Manager).

Visitors and Guests: none

Visitor Comments: none

Consent Agenda:

- a. Minutes of the Regular Board Meeting: May 20, 2025
- b. Minutes of the Special Board Meeting: May 20, 2025
- c. May 2025 Revenue and Expense Reports
- d. May 2025 Bill Payment List and Credit Card Charges
- e. May 31, 2025 Fund Balances Report and Capital Reserve Fund
- f. Policy updates: Board Bylaws

Trustees Berens and Saddleton were sworn into office by Secretary Long

Trustee Berens moved to approve Consent Agenda items a-f, and Trustee Root seconded the motion. The motion passed on a roll call vote. Discussion included Mango usage, lost books reimbursements, and OSG bill clarification.

Roll Call Vote:

Ayes: McIntyre, O'Neill, Root, Saddleton, Berens, Delano, Long

Patron Suggestions:

Director Compton reported two suggestions: one for better lighting and another for earlier opening times to accommodate middle schoolers.

Director's Report:

Director Compton reported that the front door had been resealed. Adult & Teen Services Manager Shannon Gruber, Children's Services Manager Melaina Maraldi, and PR & Marketing Specialist Fran Arnold have developed an end-of-program survey to assess if the Summer Reading Program changed participants' reading habits. The Summer Reading Program kickoff party on June 6th was a success with 803 people in attendance and 481 signups the first week. One patron brought their grandchildren to

the event and noted how nice it was that their grandchildren got to spend time at their mother's former library.

President's Report:

President Delano welcomed the new trustees and welcomed back returning trustees. He gave an update on the person of interest: they've been released from custody but have not contacted the Library or attempted to enter the building. He reminded the Board that the Juneteenth flag raising will be held on June 18th. Finally, he reported that a counter holding three adult computers in the Adult & Teen Services department had collapsed. No one was hurt but Director Compton will be researching new table options. The Library is currently meeting demand with the three public computers still available and possible overflow to other areas.

New Business

Committee Reports

Facilities Committee

President Delano reported that the Facilities Committee had their final meeting with Engberg-Anderson (EA) on June 13th to review the scope of phase two of the room renovation project. They also finalized furnishing options and talked about the schedule. The project is about to go out to bid, with bids due on July 15th. EA will provide a letter of recommendation to the Board ahead of a special meeting on July 22nd to vote on awarding a contract.

While restoring the upstairs water damage, ACR found further damage in the plaster. They confirmed that this was old damage and not an indication that new water was getting in. A proposal to repair the plaster will be reviewed later in the meeting. Terracon was on-site to complete their facilities assessment. The Library will receive a draft of their findings in 15-20 days.

Finance Committee

The Finance Committee has not met since February.

Policy Committee

The Policy Committee has not met since April and is on schedule.

Village of River Forest Collaboration Committee Liaison

The Township is offering a free senior potluck picnic on July 12th. The Civic Center Authority is working to make sure it has the capital it needs to operate for the next 30 years. Oak Park River Forest High School graduation was held at UIC, which allowed for a higher number of guests per student. The River Forest Park District approved a splash pad at Priory Park for next summer.

RFPL Foundation Liaison

Trustee Berens reported that Foundation Directors will need to approve a temporary coordinator. The Foundation has scheduled a professional

development session on fundraising for libraries on June 30th to talk about library fundraising.

ACR Restores plaster repair proposal (\$6,680.17) – vote

ACR confirmed that the proposal includes all the damage, so there should not be any more found later. The Library has funds to complete the project. Trustee Berens moved to approve the plaster repair proposal from ACR Restores in the amount of \$6,680.17. The motion was seconded by Trustee McIntyre and passed on a roll call vote.

Roll Call Vote:

Ayes: Delano, Long, McIntyre, O'Neill, Root, Saddleton, Berens

Adult & Teen Services public computer tables – discussion

Director Compton is getting proposals for several different options for replacing or reinstalling the counter that collapsed. Options and a recommendation will be presented at the July Regular Board meeting.

Old Business

Phase two room renovation project – update

Most of the updates were covered in the Facilities Committee report. River Forest resident John Dzuryak has offered to donate a piece of material from the Washington School for use in the new Community room. Director Compton brought in a sample of the material which appears to be too porous for a countertop in a public space although it may be usable for backsplash or other purpose. EA will evaluate and make a recommendation on whether and how it could be used.

Adjournment

The meeting was adjourned at 6:59 pm following a motion by Trustee Berens which was seconded by Trustee McIntyre. All approved, and the meeting was adjourned.

Respectfully submitted,
Elan Long, Secretary