

RIVER FOREST PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes: Regular Board Meeting: July 15, 2025, 6PM

Call to Order: At 6:03 pm, 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: Victoria Muraiti (RFPL Materials Services Manager), Emily Compton (RFPL Director, by phone)

Visitors and Guests: None

Visitor Comments: None

Consent Agenda:

- a. Minutes of the Regular Board Meeting: June 17, 2025
- b. June 2025 Revenue and Expense Reports
- c. June 2025 Bill Payment List and Credit Card Charges
- d. June 30, 2025 Fund Balances Report and Capital Reserve Fund

Trustee Berens moved to approve Consent Agenda items a-d, and Trustee McIntyre seconded the motion. The motion passed on a roll call vote. Discussion included Wall Street Journal and Ingram invoices.

Roll Call Vote:

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

Patron Suggestions: Director Compton reported two suggestions: One for more toys and another for a Library of Things for tools.

Director's Report:

Director Compton reported that Shannon Duffy is out due to back surgery and will be out for most of the rest of the month. Director Compton will add Juneteenth program stats to the packet. We have a new crop of teen volunteers this summer and the program is going well, in part due to changes in how tasks are assigned.

President's Report:

President Delano reported that we had \$102,000 in Operating Fund CDARS roll over.

New Business

Committee Reports

Facilities Committee

President Delano reported that the renovation project went out to bid and 8-10 contractors attended the pre-bid meeting. Eight bids were received by the deadline

for the bid opening today. Most of the bids were in the expected range with two outliers (\$269K low and \$424K high). Bids for the optional clearstory windows ranged from \$7K to \$32K and for the optional enhanced audiovisual installation \$8.4K to \$29K. Engberg Anderson will vet the bids and make a recommendation to the Board.

Plaster repair was completed upstairs. Terracon should have completed the facility assessment but have not submitted their report yet. There is no next meeting scheduled. Director Compton reported she has only received one bid for Phase 2 furniture. The furniture package may have had a different due date than the construction and she will confirm when they are due.

Finance Committee

Did not meet.

Policy Committee

Trustee Long reported the committee is caught up and expects to meet in September.

Village of River Forest Collaboration Committee Liaison

Trustee Berens reported that the Sheridan provided feedback on the start time for Library programs based on their bus schedule. Overall, the feedback was positive and there were about 15-20 people in attendance at the Senior Potluck run by the Township.

Trustee Berens reported that there is a historical walk coming up and that the Pride walk was well attended with over 500 people.

RFPL Foundation Liaison

Trustee Berens reported that the Foundation has welcomed a new coordinator. Rachel Goldrick led development of the Foundation's first Welcome Packet for new directors which will be distributed at a professional development session later this evening. The Foundation sent Director Compton an Uber Eats gift card when she was unable to drive. The Foundation's regular Board meeting will be held on July 22nd.

Adult & Teen Services public computer table solutions (various prices) – vote
Director Compton presented 3 options for resolving the collapsed computer table issue:

1. S&D Prime Maintenance can reinstall existing counters and repair the walls for \$2,755.
2. New Demco tables are \$2,241 and we would need to pay S&D to install them.
3. Office Space provided a quote of \$3,955 for tables and \$4,200 for countertops. Both quotes include delivery and installation.

Director Compton recommended reinstalling the existing counters as the most economical, functional, and attractive solution. The Board agreed; no vote was needed since the repair cost is within the Director's operational spending limit.

Materials Services Manager replacement computer (\$1,661.07) – vote

Materials Services Manager's computer which was slated for replacement this year has died. Director Compton will move up replacement purchase from OSG and installation services are included in our agreement. Trustee Berens moved to approve the purchase as quoted and Trustee McIntyre seconded the motion which passed on a roll call vote.

Roll Call Vote:

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

Holiday closure dates 2026 – discussion

Discussion of the planned 2026 closure dates focused primarily on Juneteenth and the day after Thanksgiving since some libraries now close on those days. Director Compton explained the value of being open on Juneteenth and promoting education on the history and meaning of the holiday. Director Compton will look into the statistics for attendance on the day after Thanksgiving.

Old Business

Phase two room renovation project – update

Director Compton reported that there is a Special Board Meeting next week, July 22nd at 6pm. Engberg-Anderson (EA) mentioned that the numbers are contingent on the contractor not finding big issues when they open the wall to the men's restroom.

Adjournment

The meeting was adjourned at 6:46pm following a motion by Trustee Berens which was seconded by Trustee Saddleton. All approved, and the meeting was adjourned.

Respectfully submitted,
Elan Long, Secretary