



**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
Library Activity Room
February 13, 2025
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday February 13, 2025, in the Library activity room. All packets were distributed in person by Tuesday February 11, 2025. An agenda was posted in the Library and to the Library website 48 hours prior to the meeting.

The meeting was called to order at 7:00 p.m. by President Macejak.

Those answering roll call were Trustees Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

Absent was Trustees Flores.

Also present: Executive Director Pamela Leffler.

PUBLIC COMMENTS – AGENDA ITEMS ONLY

There were no public comments.

APPROVAL OF THE REGULAR MEETING MINUTES FROM JANUARY 9, 2025

A motion to approve the Minutes of the Regular Board Meeting January 9, 2025, was made by President Macejak and seconded by Trustee Jost.

Approved as amended by voice vote.

APPROVAL OF THE FINANCIAL STATEMENTS FROM JANUARY, 2025

A motion to approve the January 2025 Financial Statements was made by President Macejak and seconded by Trustee Jost.

Trustee Puzzo asked for clarification on why there was no invoice for St. Martha's Church parking. Director Leffler explained that the January 2025 invoice paid at the end of December, 2024, and that there were two invoices approved in the December 2024 financial report.

Trustee Puzzo asked when will be able to close the Fifth Third operational account. Director Leffler explained that the account could not be closed until the Fifth Third loan is completely paid off.

Ayes: Trustees Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

Absent: Flores.

PRESIDENT'S REPORT

President Macejak informed the Board that Trustee Puzzo has decided to step down from the Morton Grove Public Library Board after the April 2025 election. President Macejak also expressed that the Board will miss her thoughtfulness and her eloquence and her point of view.

COMMITTEE REPORTS

Finance was covered earlier in the meeting. Facilities will be discussed under Unfinished Business. The Policy Committee will be meeting in March.

DIRECTOR'S REPORT

Executive Director Leffler pointed out to the Board that Business Manager Leighton Shell was now including a Business Office report in the department report. She also pointed out the tables of statistics have been redesigned to better accommodate making them digitally accessible.

President Macejak commented on how great it was that Cailyn Heintzelman was able to attend the Niles West Library Con and interact with so many teens.

Director Leffler also mentioned that the reason they were meeting in the activity room was due to rescheduled passport appointments occurring in the Cooperman Room, and that Access Services Manager Jeff Ray and Access Services Assistant Manager Shawn Cherian have been doing really great work providing the passport services.

UNFINISHED BUSINESS

Bathroom Renovation

Director Leffler indicated that she received plans for the bathroom renovation but that she has not met with Tiffany and Dan yet. They are planning on meeting February 24th.

NEW BUSINESS

Review of Closed Session Minutes/Recordings

Director Leffler indicated the audio recordings of previous closed sessions still need to be transcribed and summarized into meeting minutes.

Youth Services Staff Computer Replacement

President Macejak made a motion to approve the purchase of new computers for the Youth Services Department staff, and Trustee Puzzo seconded the motion.

Trustee Puzzo reported that she did some research online and found what appears to be the exact same model of computer at a cheaper price than the proposal received from Outsource Solutions Group. Director Leffler said she can have Outsource Solutions Group review the information that Trustee Puzzo found and update their proposal as needed.

President Macejak amended her motion to approve the purchase of new computers for the Youth Services Department staff not to exceed the amount of \$23,445.37, and Trustee Puzzo seconded the motion.

Ayes: Trustees Gonzales, Hussain, Jost, Macejak, Pelletier, and Puzzo.

Absent: Flores.

FY2025 Per Capita Grant Application

The Board reviewed the Per Capita Grant application that Director Leffler had submitted to the state. Director Leffler also shared with the board copies of the Illinois Public Libraries Annual Report that she had recently completed.

COMMUNICATIONS

There were no communications this month.

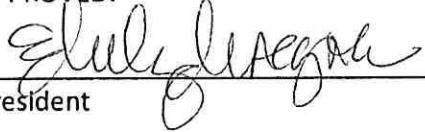
PUBLIC COMMENTS NON-AGENDA ITEMS

There were no non-agenda public comments.

ADJOURNMENT

The meeting was adjourned at 7:37 p.m. by President Macejak.

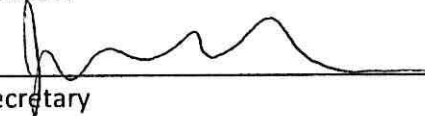
APPROVED:



President

3/13/2025
Date

ATTEST:



Secretary

3/13/2025
Date