

North Suburban Library District
Regular Session
7/18/2024

Regular Board Meeting

Call to Order: Rachel Parry, Board President called the meeting to order at 5:35pm.

Present: Rachel Parry, Melissa Leuzinger, Marcy Mitchell, Sara Porter, Amanda Miller and Christopher Galetsis. **Absent:** None. **Staff Members:** Mary Petro, Brian McMahon and Josh Hancock (Josh left meeting at approximately 5:45pm).

Guests: None.

Public Comments: None.

Approval of Minutes: Motion to accept the minutes of the June Board meeting was made by Jane and seconded by Chris. All approved. Absent: None. Motion carried.

Treasurer's Report: Sara gave a review of the monthly financial reports. Motion was made by Sara and seconded by Marcy to approve the June bills paid report, financial summary, and treasurer's report. All approved. Absent: None. Motion carried.

Librarian's Report:

Mary provided the library board with the following report;

- NSLD/Loves Park library had some rain water enter the building due to the heavy rain events that took place this past month. Staff aired out the spaces that were impacted and are monitoring the affected areas.
- The NSLD Summer Reading Club (SRC) continues this month. The increases in library usage were discussed by the board members and they requested that Mary let the NSLD staff know that the board is impressed with the increase in library program and service usage this year.
- Mary reported that NSLD staff are working on the end-of-the-year annual reports, audits, and other reporting documentation required for the Per Capita Grant.
- The Per Capita Grant money was received. Discussion took place with the board on how the library staff continue to work on reviewing the Serving Our Public standards throughout the year in order to meet the grant criteria.
- Mary and Brian met with the staff from the insurance provider to review library spaces, programs and services as part of our annual insurance review. Ongoing review of insurance policies takes place throughout the year in order to assure that NSLD has adequate insurance coverage in place for; buildings and grounds, health insurance, boiler insurance, directors and officers, errors and admission insurance, umbrella insurance and other insurance coverage necessary to support library programs and services.

Board Development

New Business

Discuss/Review/Act: Review of FY24 Budget

Brian and Mary reviewed with the board the working budget revenue and expenses for FY24.

Discuss Review/Act: Review of the Draft FY25 Budget and Appropriation

Brian and Mary reviewed with the board the draft Budget and Appropriation Ordinance for FY25.

Old Business

Discuss/Review/Act: Building Project Update

Mary provided the board with an update on the status of the building projects.

Correspondence: None.

Board Discussion: None.

Motion to adjourn was made at 6:48pm by Rachel and seconded by Jane. All approved. Absent: None. Motion carried.

North Suburban Library District
Regular Session
8/15/2024

Budget and Appropriation Hearing

Call to Order: Rachel Parry, Board President called the meeting to order at 5:30pm.

Present: Rachel Parry, Melissa Leuzinger, Marcy Mitchell, Sara Porter, Amanda Miller, and Christopher Galetsis. **Absent:** Jane Burden. **Staff Members:** Mary Petro, Leslie Hammond and Brian McMahon. **Guests:** None.

Public Comments: None.

Hearing ended: 5:34pm.

Regular Board Meeting

Call to Order: Rachel Parry, Board President called the meeting to order at 5:34pm.

Present: Rachel Parry, Melissa Leuzinger, Marcy Mitchell, Sara Porter, Amanda Miller and Christopher Galetsis. **Absent:** Jane Burden. **Staff Members:** Mary Petro, Leslie Hammond and Brian McMahon.

Guests: None.

Public Comments: None.

Approval of Minutes: Motion to accept the minutes of the July Board meeting was made by Rachel and seconded by Chris. All approved. Absent: Jane. Motion carried.

Treasurer's Report: Sara gave a review of the July financial reports. Brian provided a review of the FY25 deferred property tax receipts for the board. Motion was made by Sara and seconded by Amanda to approve the July bills paid report, financial summary, and treasurer's report. All approved. Absent: Jane. Motion carried.

Discuss/Review/Act: FY25 Budget and Appropriation Ordinance 2024-02
Motion was made to approve the Budget and Appropriation Ordinance 2024-02 by Sara and seconded by Chris. All approved. Absent: Jane. Motion carried.

Sara and Leslie Hammond left the meeting at 5:51pm.

Librarian's Report:

Mary provided the library board with the following report;

- Summer Reading Club (Read, Renew and Repeat) wrapped up this month.
- The fall newsletter will be coming out in early September. The newsletter will have the fall/winter programming in it.
- NSLD held an 815 book sale today (August 15, 2024) and the turnout has been wonderful.

Board Development: None.

New Business

Discuss/Review/Act: 2025 Consolidated Election for NSLD Trustee

Mary handed out to Melissa Leuzinger, Amanda Miller and Marcy Mitchell the 2025 election packet information.

Discuss/Review/Act: FY24 Statistical Review

Mary provided an overview of the FY24 statistics to the library board.

Old Business

Discuss/Review/Act: Building Project Update

Mary provided the board with an update on the status of the NSLD/Roscoe roof/HVAC project.

Correspondence: None.

Board Discussion: None.

Motion to adjourn was made at 6:27pm by Rachel and seconded by Amanda. All approved. Absent: Jane and Sara. Motion carried.

North Suburban Library District
Regular Session
9/19/2024

Regular Board Meeting

Call to Order: Rachel Parry, Board President called the meeting to order at 5:31pm.

Present: Rachel Parry, Melissa Leuzinger, Marcy Mitchell, Sara Porter, and Christopher Galetsis.

Absent: Jane Burden and Amanda Miller. **Staff Members:** Mary Petro and Brian McMahon.

Guests: None.

Public Comments: None.

Approval of Minutes: Motion to accept the minutes of the August Board meeting was made by Rachel and seconded by Chris. All approved. Absent: Jane and Amanda. Motion carried.

Treasurer's Report: Sara gave a review of the August financial reports. Brian provided a review of the FY25 property tax receipts received and corporate replacement taxes anticipated for FY25. Mary provided information on eRate for the board. Motion was made by Sara and seconded by Marcy to approve the August bills paid report, financial summary, and treasurer's report. All approved. Absent: Jane and Amanda. Motion carried.

Librarian's Report:

- The NSLD fall newsletter is out to the public and the fall/winter programming is underway. Board members commented favorably on the programming schedule and promotions.
- A survey is underway at both NSLD libraries in September so staff can better understand who is visiting NSLD libraries. The goal is to understand how many NSLD cardholders, and guests from other libraries might be using NSLD libraries.
- NSLD is celebrating National Library Card sign up month by promoting NSLD library book sales with billboards in the community.

Board Development: Information on eRate and book sales.

New Business

Discuss/Review/Act: Estimate of Revenue by Source

Motion was made to approve the Estimate of Revenue by Source by Rachel and seconded by Sara. All approved. Absent: Jane and Amanda. Motion carried.

Discuss/Review/Act: Review of the Black Border Notice, Truth in Taxation Notice

Brian provided information from the attorney showing that NSLD does not require these notices this year.

Discuss/Review/Act: Resolution to Determine Estimate of Funds to be Raised by Taxation

Motion was made to approve the Resolution to Determine Estimate of Funds to be Raised by Taxation by Sara and seconded by Chris. All approved. Absent: Jane and Amanda. Motion carried.

Discuss/Review/Act: Personnel Benefit Update

Mary and Brian provided the board with information on the paid time off for librarians (staff with MILS) calculations for the 20–29-hour category.

Old Business

Discuss/Review/Act: Building Project Update

Mary provided a report to let the board know that the NSLD/Roscoe HVAC and roof project is not yet underway.

Correspondence: None.

Board Discussion: None.

Motion to adjourn was made at 6:11pm by Rachel and seconded by Marcy. All approved. Absent: Jane and Amanda. Motion carried.

North Suburban Library District
Regular Session
10/17/2024

Regular Board Meeting

Call to Order: Jane, Board Vice- President called the meeting to order at 5:30pm.

Present: Jane Burden, Melissa Leuzinger, Sara Porter, Amanda Miller and Christopher Galetsis.

Absent: Rachel Parry and Marcy Mitchell. **Staff Members:** Mary Petro, Brian McMahon and Leslie Hammond.

Guests: Mike Dunn.

Public Comments: Mike Dunn introduced himself to the NSLD Board.

Approval of Minutes: Motion to accept the minutes of the September Board meeting was made by Chris and seconded by Amanda. All approved. Absent: Rachel and Marcy. Motion carried.

Treasurer's Report: Sara gave a review of the September financial reports. Motion was made by Sara and seconded by Jane to approve the September bills paid report, financial summary, and treasurer's report. All approved. Absent: Rachel and Marcy. Motion carried.

5:40 – 5:45pm: Leslie stepped out of the meeting to make copies of the financial report for the board.

Librarian's Report:

- NSLD has 3 multifunction machines that are going to age out of their repair warranties this upcoming year, so library staff are going to put forth a not to exceed amount to the Board next month to purchase this equipment.
- Mary reported that NSLD and KMK staff did an ADA audit of the NSLD website last month. The NSLD website got high marks on compliance, but over time changes may need to be made to keep the site compliant with evolving ADA standards (WCAG 2.1, 508).
- Mary reported that Murphy Security Solutions reached out to request a reference from NSLD outlining our experience with the D-Tech hold lockers.
- Mary reported that Riverside Community Church had many kind words to say about NSLD programs and services when she visited them and they provided a generous donation to NSLD.
- A recommendation will be made to the Library Board in November for the annual mid-year staff pay increase.

Board Development:

New Business

Discuss/Review/Act: Levy Ordinance 2-24-03

Motion was made to approve the Levy Ordinance 2024-03 by Sara and seconded by Jane. All approved. Absent: Rachel and Marcy. Motion carried.

6:05pm: Leslie notarized documents and then left the board meeting.

Discuss/Review/Act: 2025 Holiday Closings

Motion was made to approve the 2025 Holiday Closings by Amanda and seconded by Chris. All approved. Absent: Rachel and Marcy. Motion carried.

Discuss/Review/Act: Audit Report

NSLD staff reported that Lauterback and Amen staff will be out to the November board meeting to provide the audit report. As part of this meeting, the NSLD Board will be approving inter-fund transfers and the fund/net asset policy.

Discuss/Review/Act: December Board Meeting

Motion was made to approve cancelling the December board meeting by Melissa and seconded by Sara. All approved. Absent: Rachel and Marcy. Motion carried.

Old Business

Discuss/Review/Act: Building Project Update

Mary provided an update on landscaping.

Correspondence: Thank you notes received from staff members.

Board Discussion: Mary reported that Rachel was unable to attend the board meeting due to a medical emergency.

Motion to adjourn was made at 6:22pm by Chris and seconded by Amanda. All approved. Absent: Rachel and Marcy. Motion carried.

North Suburban Library District
Regular Session
11/21/2024

Regular Board Meeting

Call to Order: Jane Burden, Board Vice- President, called the meeting to order at 5:32pm.

Present: Jane Burden, Melissa Leuzinger, Marcy Mitchell, and Sara Porter. **Absent:** Amanda Miller, Rachel Parry, and Christopher Galetsis. **Staff Members:** Mary Petro and Brian McMahon

Guests: Jo Beck, Charlene Dunn, Mike Dunn, and Bob Burden

Public Comments: None

Approval of Minutes: Motion to accept the minutes of the October Board meeting was made by Sara Porter and seconded by Marcy Mitchell. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Treasurer's Report: Sara Porter gave a review of the October financial reports. Motion was made by Sara Porter and seconded by Jane Burden to approve the October financial reports, payment history and financial summary. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Librarian's Report:

- Work on the Per Capita Grant is underway. The grant is due in January and the estimated amount received at this time is \$1.475 per capita. Monies from this grant are used to purchase materials, which meet grant criteria.
- The November all-staff meeting was held this month and training was provided for the buyers/selectors and staff on weather closings, incident reports, and other logistics. This is part of the work NSLD staff do to meet the Per Capita grant, *Serving the Public* standards.
- Work continues to review policies with HR Source staff and NSLD attorneys.
- NSLD administrative staff began reviewing options to replace the accounting software.
- Mary provided the board information on RAILS (Reaching Across Illinois Library System) and PrairieCat.
- Election forms were filed this week and we are now in the objection phase of the process.

Board Development: Reminder about the January board meeting dates, Jane Burden not attending.

New Business: Auditor's Report

Motion to accept the audit report of the was made by Sara Porter and seconded by Marcy Mitchell. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Fund Balance/ Net Assets Policy

Motion was made to approve the Fund Balance and the Net Assets Policy by Jane Burden and seconded by Marcy Mitchell. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Resolutions Transferring Funds

Motion was made to approve the Resolutions Transferring funds;

- Resolution Transferring Funds to the Illinois Municipal Retirement Fund 2025-01: Jane Burden motioned and Marcy Mitchell seconded. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.
- Resolution Transferring Funds to the Social Security Fund 2025-02: Sara Porter motioned and Marcy Mitchell seconded. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.
- Resolution Transferring Funds to the Liability Insurance Fund 2025-03: Sara Porter motioned and Marcy Mitchell seconded. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.
- Resolution Transferring Funds to the Audit Fund 2025-04: Sara Porter motioned and Marcy Mitchell seconded. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Mid-Year Staff Raises

Motion was made to approve the to 3% mid-year staff raises by Melissa Leuzinger and seconded by Sara Porter. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Multi-function Equipment Replacement

Motion was made to approve up to \$45K for 3 multi-function units for NSLD/Roscoe and NSLD/Loves Park by Jane Burden and seconded by Marcy Mitchell. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Architect Fees for NSLD/Roscoe roof/ HVAC Project

Motion was made to approve spending up to \$40k on architect fees for the NSLD/Roscoe Roof and HVAC project by Melissa Leuzinger and seconded by Sara Porter. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Cancellation of the December Board Meeting.**Old Business****Discuss/Review/Act: Building and Grounds Project Update**

Mary provided an update on the building and grounds projects.

Correspondence:**Board Discussion:**

Motion to adjourn was made at 6:44pm by Jane Burden and seconded by Melissa Leuzinger. All approved. Absent: Amanda Miller, Rachel Parry, and Christopher Galetsis. Motion carried.

North Suburban Library District
Regular Session
01/09/2025

Regular Board Meeting

Call to Order: Jane Burden, Board Vice- President, called the meeting to order at 5:35pm.

Present: Jane Burden, Melissa Leuzinger, Christopher Galetsis, and Sara Porter. **Absent:** Amanda Miller, and Marcy Mitchell. **Staff Members:** Mary Petro, Brian McMahon, Leslie Hammond, Nicole Johnson, Josh Hancock, Barb Jacobs, Kristi Fane, and Nicole Johnson

Guests: Judy Lindberg, Mike Dunn, Bob Burden, Nerino Petro, Alex Todd

Public Comments: None

Approval of Minutes: Motion to accept the minutes of the November Board meeting was made by Sara Porter and seconded by Christopher Galetsis. All approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Treasurer's Report: Sara Porter gave a review of the November financial reports. Motion was made by Sara Porter and seconded by Jane Burden to approve the November financial reports, payment history and financial summary. All approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Librarian's Report:

- The Per Capita Grant was filed with the Illinois State Library this week.
- The Certification of Ballot was sent to both Winnebago and Boone Counties this week and the library attorney was copied on all of the documentation. As I am preparing to leave, I am coping the attorney and other staff on communications such as these to help with the transition. The next step is the election on April 1, 2025. The final election information will come from the counties in May and the new board is sworn in and officers will be elected in June.
- My projects right now involve working ahead on things like the library certification, the non-resident fee calculation for FY26, and the FY26 budget. I've asked staff to hold on any new projects at this time. The goal is to give everyone time to work with Brian to get the FY26 budget in place so this project can be completed per our usual schedule.

Staff met with the consultant Alex Todd (who is here today) to discuss the process for hiring a new Director. We want to give Alex time to meet with you today, so I will be moving things along. But there are a lot of projects coming up in 2025; the budget, hiring a new director and changes to the board due to the election. But please know that, NSLD has always had a strong broken leg system and is going to help everyone keep the programs and services going during this transition period

Board Development: none

New Business:

Discuss/Review/Act: New Appointee

The motion was made to appoint Judy Lindberg to complete the vacant term on the NSLD Board of Trustees by Sara Porter and seconded by Christopher Galetsis. Approved: Jane Burden, Sara Porter, and Christopher Galetsis. Abstained: Melissa Leuzinger Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Discuss Review/Act: Trustee Oath of Office

Jane gave the Oath of Office to the new trustee; Judy Lindberg. Judy Lindberg was sworn in.

Discuss/Review/Act: Resignation of the Library Director

Motion was made to accept the Library Director's resignation and to appoint Nicole Johnson as interim Director made by Jane Burden and seconded by Melissa Leuzinger. All Approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Discuss/Review/Act: Director Search Project

Motion was made to approve job description for Dieters and Todd consulting to utilize in the Director search made by Melissa Leuzinger and seconded by Christopher Galetsis. All Approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Discuss/Review/Act: Bank Signature Approval

Motion was made authorize Christopher Galetsis to be a signer for NSLD banking; motion made by Jane Burden and seconded by Sara Porter. All Approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Discuss/Review/Act: IMRF Resolution

Motion was made to approve Brian McMahon as the IMRF authorized agent by Jane Burden and seconded by Sara Porter. All approved. All Approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Discuss/Review/Act: January Regular Board Meeting Cancelled

Motion was made to cancel the regular January Board meeting by Jane Burden and seconded by Melissa Leuzinger. Discussion held; Trustee Christopher Galetsis specified a future board meeting to be conducted at Roscoe branch. All approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

Old Business

Discuss/Review/Act: Building and Grounds Project Update

NSLD/Roscoe roof project has been placed on hold until a new Director has been appointed.

Correspondence: None

Board Discussion: Alex Todd, Dieters and Todd consultant, presented overview of the director selection process and established board selection priorities. Public comment emphasized the continuance of the preservation of local history.

Motion to adjourn was made at 7:42 pm by Jane Burden and seconded by Christopher Galetsis. All approved. Absent: Amanda Miller, and Marcy Mitchell. Motion carried.

North Suburban Library District
Regular Session
2/20/2025

Regular Board Meeting

Call to Order: Jane Burden, Board Vice- President, called the meeting to order at 5:32pm.

Present: Jane Burden, Melissa Leuzinger, Marcy Mitchell, Sara Porter, Amanda Miller

Absent: Judy Lindberg and Christopher Galetsis.

Staff Members: Mary Petro, Brian McMahon, Leslie Hammond, Nicole Johnson, Josh Hancock, and Barb Jacobs.

Guests: Jo Beck, Carol Karlshoej and Bob Burden

Public Comments: None

Approval of Minutes: Motion to accept the minutes of the January Board meeting was made by Sara Porter and seconded by Amanda Miller. All approved. Absent: Judy Lindberg and Christopher Galetsis. Motion carried.

Treasurer's Report: Sara Porter gave a review of the December 2024 and January 2025 financial reports. Motion was made by Sara Porter and seconded by Marcy Mitchell to approve the December and January financial reports, payment history and financial summary. All approved. Absent: Judy Lindberg and Christopher Galetsis. Motion carried.

Librarian's Report:

- Book sale billboards are out in the community as part of National Library Lovers Month promotions.
- Statistical information on programs and services was provided in their packets.
- Cold weather has resulted in more salting/plowing and staff have been asked to fill in more due to cold and flu.

Board Orientation: None

New Business:

Discuss/Review/Act: Non-Resident Fees

Review with the board the non-resident fee rate. Motion was made to approve the FY25 non-resident fee rate of \$125. Motion made by Amanda Miller and seconded by Marcy Mitchell. All approved. Absent: Judy Lindberg and Christopher Galetsis. Motion carried.

Discuss/Review/Act: Library Director Search/Transition

Jane updated the board on the status of the library director search and transition progression. Zoom interviews will be held on March 4 and 5 at 4:00 p.m. – 7:30 p.m. Final interview tentatively set for March 29, 2025.

Discuss/Review/Act: Statement of Economic Interest

Winnebago County Statement of economic interest for board members should be received by board members in early March. Can be submitted by SEI online or paper, penalty if not completed timely.

Discuss/Review/Act: Budget FY26

Special project review for Budget FY 26. NSLD/Roscoe roof and HVAC project will have funds in the special projects line for capital improvements for the library buildings and grounds. The new board and new director will have options should they wish to continue with the next phase of project. Passive project line may need increase due to popularity of program.

Library staff are continuing to work on budgeting for FY26. The draft is expected next month. The plan remains to pass the final draft in April.

Old Business**(Director) Discuss/Review/Act: Building Project Update**

Board meeting will be held at NSLD/Roscoe once the new Library Director is hired. At that time, David will give a tour of the library and go over the roof project.

Correspondence: None

Board Discussion: The hold lockers are full and popular.

Motion to adjourn was made at 6:08 pm by Sara Porter and seconded by Amanda Miller. All approved. Absent: Judy Lindberg and Christopher Galetsis. Motion carried.

North Suburban Library District
Executive Session
3/4/2025

Call to Order Open Session: Jane Burden, acting Board President, called the Open Session meeting to order at 4:10pm.

Roll Call/Present: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Marcy Mitchell

Absent: Christopher Galetsis, Melissa Leuzinger (arrived at 4:40pm)

Guest: Alex Todd, with Deiters & Todd Library Consulting, **Staff Member:** Nicole Johnson

Present via video conference: Jim Deiters, with Deiters & Todd Library Consulting

Public Comments: None

Executive Session: In an open session meeting, motion made by Trustee Sara Porter, seconded by Trustee Judy Lindberg, to go into executive session pursuant to 5 ILCS 102/2 (c) (1), *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.*

Roll Call Vote: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Marcy Mitchell. All approved at 4:25pm. **Absent:** Christopher Galetsis, Melissa Leuzinger (arrived at 4:40pm). Motion carried.

Guest: Alex Todd, with Deiters & Todd Library Consulting, **Staff Member:** Nicole Johnson

Present via video conference: Jim Deiters, with Deiters & Todd Library Consulting

Summary of the Nature of the Matter Considered: The board interviewed three candidates for the North Suburban Library District library director position vacancy.

Executive Session Adjournment: Trustee Amanda Miller moved, seconded by Trustee Melissa Leuzinger, to adjourn the executive session and return to open session at 7:09pm.

Roll Call Vote: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Marcy Mitchell, Melissa Leuzinger. **Absent:** Christopher Galetsis. Motion carried.

Open Session Reconvened: Jane Burden, acting Board President, reconvened the open meeting at 7:09pm

Open Session Adjourned: Jane Burden, acting Board President, called the meeting adjourned at 7:28pm. All agreed. **Absent:** Christopher Galetsis. Motion carried.

North Suburban Library District
Executive Session
3/5/2025

Call to Order Open Session: Jane Burden, acting Board President, called the open session meeting to order at 4:08pm.

Roll Call/Present: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Melissa Leuzinger

Absent: Christopher Galetsis, Marcy Mitchell

Guest: Alex Todd, with Deiters & Todd Library Consulting, **Staff Member:** Nicole Johnson

Present via video conference: Jim Deiters, with Deiters & Todd Library Consulting

Public Comments: None

Executive Session: In an open session meeting, motion made by Trustee Sara Porter, seconded by Trustee Judy Lindberg, to go into executive session pursuant to 5 ILCS 102/2 (c) (1), *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.*

Roll Call Vote: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Melissa Leuzinger. All agreed at 4:28pm. **Absent:** Christopher Galetsis, Marcy Mitchell. Motion carried.

Guest: Alex Todd, with Deiters & Todd Library Consulting, **Staff Member:** Nicole Johnson

Present via video conference: Jim Deiters, with Deiters & Todd Library Consulting

Summary of the Nature of the Matter Considered: The board interviewed three candidates for the North Suburban Library District library director position vacancy.

Executive Session Adjournment: Trustee Melissa Leuzinger moved, seconded by Trustee Amanda Miller, to adjourn the executive session and return to open session at 7:27pm.

Roll Call Vote: Jane Burden, Sara Porter, Amanda Miller, Judy Lindberg, Melissa Leuzinger. All agreed. **Absent:** Christopher Galetsis, Marcy Mitchell. Motion carried.

Open Session Reconvened: Jane Burden, acting Board President, reconvened the open meeting at 7:28pm.

Open Session Adjourned: Jane Burden, acting Board President, called the meeting adjourned at 7:28pm. All agreed. **Absent:** Christopher Galetsis, Marcy Mitchell. Motion carried.