

Meeting Minutes: Annual Board Meeting: May 16, 2023

Call to Order: At 6:00 pm, President Hill called the Annual Meeting of the River Forest Public Library Board of Trustees to order. The roll was taken:

- Trustees Present: Deborah Hill, Cathy Ruggeri, Ann Berens, Jim Hopkinson, Elan Long, and Tom Smedinghoff
- Also Present: Emily Compton (RFPL Director) and Shannon Gruber (RFPL Adult & Teen Services Manager)

Visitors and Guests

- Trustee-elect Scott Delano
- River Forest resident Carol Schweig

Minutes

Trustee Hopkinson moved to approve the minutes of the May 17, 2022 Annual Board Meeting. Trustee Berens seconded the motion which was approved unanimously on a voice vote.

Resolution honoring Trustee Smedinghoff

Trustee Berens read a Resolution recognizing Trustee Smedinghoff and approving his appointment as Trustee Emeritus of the River Forest Public Library. Trustee Berens moved to approve the Resolution. Trustee Hopkinson seconded the motion which passed unanimously on a voice vote.

Trustee Hill spoke honoring Trustee Smedinghoff's many contributions to the work of the board including streamlining operations and creating a productive working atmosphere that was respectful of all voices. The Board is grateful that Trustee Emeritus Smedinghoff will continue to serve on the Foundation Board of Directors.

Trustee Smedinghoff was presented with a gift from the Library and Board. He addressed the Board, expressing his thanks for the honors and his gratitude for the opportunity to serve on the Board.

Installation of New Trustees

- President Hill administered the Oath of Office to Eleanor Long
- President Hill administered the Oath of Office to Scott Delano.
- Vice President Ruggeri administered the Oath of Office to Deborah Hill.
- All three were confirmed as Trustees of the River Forest Public Library with terms that expire in May 2027.

Approval of Officer Slate for FY 2023-24

- President: Cathy Ruggeri
- Vice President: Deborah Hill
- Treasurer: Jim Hopkinson
- Secretary: Elan Long

Trustee Berens moved to approve the Officer Slate for FY 2023-24. Trustee Delano seconded the motion which was approved on a voice vote.

President Ruggeri thanked Trustee Hill for serving as Board President for three years and for the many contributions she made during that time.

FY 2023-2024 Committee Appointments

President Hill announced the committee appointments for FY 2023-2024 as follows:

- Finance Committee
 - Cathy Ruggeri (Chair)
 - Deborah Hill
 - Jim Hopkinson
- Facilities Committee
 - Deborah Hill (Chair)
 - Ann Berens
 - Elan Long
 - Scott Delano
 - Cathy Ruggeri
- Policy Committee
 - Elan Long (Chair)
 - Deborah Hill
 - Cathy Ruggeri
- Village of River Forest Collaboration Committee
 - Ann Berens
- RFPL Foundation Liaison
 - Jim Hopkinson

Annual Reports

President's Report

Trustee Hill reviewed highlights from the last year, including the new Strategic Plan, the planning process and first phase of the air handler project, and the continued support of the community. She thanked the Board for their efforts and Director Compton for her calm and steady leadership.

Facilities Committee

Trustee Hill reported on the major facility projects that took place throughout the year, including the air handler project, hiring a new alarm company, graffiti removal, and installing a new server. Trustee Hill thanked Shannon Duffy for her diligence in taking care of the building.

Finance Committee

Trustee Ruggeri reported on the financial status of the Library. Although a large portion of the capital fund will be spent on the air handler project, the Library still has adequate funds in reserves.

Policy Committee

Trustee Hill reported that the committee met four times during the last fiscal year and commented that continuous review of the policies is important because updates are always needed as conditions and legal requirements change.

RFPL Foundation Liaison

Trustee Hopkinson reviewed highlights from the Foundation, including \$78,850 in grants to the Library (for the Dooley Band concert, Summer Reading Kickoff, Smedinghoff Memorial Garden maintenance and the ongoing air handler project), increased donations including

two garden plaques, improved financial management yielding higher returns and an updated website.

Adjournment

The meeting was adjourned at 6:28 pm following a motion by Trustee Hopkinson, seconded by Trustee Berens. All approved and the meeting was adjourned.

Respectfully Submitted,
Elan Long
Secretary