ATTACHMENT A

MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, July 21, 2026
Kossmann Room
7:00 PM

President Cindy Wellwood called the July 21, 2026 Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Board members in attendance included: Marsha Baker, Jane Chornij, Carol Jacobsen, Bill Ryan, and Bill Shanklin.

Trustees Ingrid Becton, Taylor Holop, and Susan Sadowski were absent.

Also in attendance were Library Director Mary Beth Harper and Assistant Director Marcy Rodriguez.

Visitor Amanda Cooper was in attendance.

There was no correspondence.

The first order of business was the approval of the Minutes of the June 16, 2026 Regular Board of Trustees Meeting. Trustee Chornij moved:

THEREFORE BE IT RESOLVED:

> That the Minutes of the June 16, 2026 Regular Board of Trustees Meeting be approved as presented.

Trustee Jacobsen seconded the motion. The motion carried.

The next order of business was the approval of the July 21, 2026 Accounts Payable. Trustee Chornij moved:

THEREFORE BE IT RESOLVED:

> That the July 21, 2026 Accounts Payable be approved as presented.

Trustee Jacobsen seconded the motion. Director Harper answered several questions about the invoices. The motion carried.

Director Harper reviewed the financial reports and stated that a property tax payment of $2,978,251 was received. Interest earned was $10,296. Director Harper then answered several questions from the Board.

Ms. Harper reviewed the expenditure report. She noted the payment for Group Health under Employee Benefits was $77,119.

In the Director's Report, Ms. Harper stated that the Library had another successful Summer Reading program. The Kids' Library has attracted more than 1,900 participants who completed at least 10 hours of reading. The newly revamped Adult Summer Reading program has achieved its highest participation ever, with more than 446 participants.

This year's adult program expanded beyond traditional reading challenges to encourage patrons to engage with the Library in a variety of ways. Participants earned credit for activities such as attending programs, reserving a study room, exploring Library services, and even participating in a mini scavenger hunt.

She noted that on July 3, the Library closed for the day due to a power outage caused by the severe weather. The storm also damaged the Library's key card access system, most likely due to a power surge. The system's server board required replacement. One of the building's chillers malfunctioned after the power disruption. Facilities staff worked for several hours to restore the unit to operation and ensure the building's systems were functioning properly.

In the President's Report, Ms. Wellwood thanked the Trustees for sending the review forms.

The first order of New Business was the Draft of the 2027 Budget. Ms. Harper resumed last month's discussion of the 2027 budget and highlighted possible projects, such as the aging circulation desk, lobby furniture, and landscaping for the east side of the patio.

The next item of New Business was the 2025 tax rates. Director Harper reviewed the 2025 tax rates from DuPage County. The Library's tax rate is .1874.

The next order of New Business was the approval to purchase VoIP telephone upgrade. Director Harper stated that the Library's current phone system was installed in 2020. While the phone hardware remains current and supported, the software platform has reached end of support and will no longer receive updates after 2026, with vendor support ending in 2027. Without continued updates and support, the system will become increasingly vulnerable to security risks, compatibility issues, and limited functionality over time. This project will upgrade the backend system to the latest supported Mitel business communications software, ensuring continued reliability, improved security, and ongoing vendor support. The project costs are $20,100, and a 3-year hardware warranty and software maintenance costs are $18,500. Trustee Baker moved:

THEREFORE BE IT RESOLVED:

That the purchase of the VoIP telephone upgrade for a total cost of $38,600 be approved as presented.

Trustee Chornij seconded the motion. Director Harper answered several questions about the invoices. The motion carried.

The next order of New Business was an update on the HVAC project. Director Harper stated that the contracts are signed. The project will be from September to November.

There being no Other Business, at 7:48 p.m., Trustee Shanklin moved to convene into Executive Session under 5 ILCS 120/2(c)(1) for the review of the Director. Trustee Jacobsen seconded the motion. The motion carried.

The Board moved into executive session at 7:49 p.m.
The Board moved back into regular session at 7:55 p.m.

In regular session, the Board voted unanimously to approve an increase to Director Harper's salary by 3%. Director Harper was called into the meeting, and the Board discussed the performance review with her.

There being no Other Business, the meeting was adjourned 8:10 p.m.