



**Thomas Ford Memorial Library**  
Board of Trustees Minutes  
February 25, 2025

Fahrenbach called the meeting to order at 7:00 p.m.

Roll Call: Baker, Fahrenbach, Foster, Fuelleman, Montgomery Absent: Carroll, Kartsounes

Also present: Bodewes, Lewandowski

**Minutes of the January 28, 2025 meeting of the Board of Trustees**

**MOTION:** Baker moved to approve as presented the minutes of the January 28, 2025 regular meeting of the Board of Trustees; Foster seconded the motion. All ayes.

**Treasurer's Report**

Bodewes reviewed the December 2024, 13th Month treasurer's report. All funds are well under budget. Income is \$83,088 over budget; previous year's taxes may be adjusted by auditor. Noted expenditures: end-of-year purchase of computers by replacement schedule. All other expenses are of the usual sort. Final Thirteenth Month (end of year) expenses will be paid in March.

**December 2024, 13th Month Treasurer's Report**

Library Operating Fund #920	\$937,115.78
Graham Trust Fund #925	\$297,500.53
Building Maintenance Fund #930	\$55,945.26
Capital Fund #970	\$351,453.17
Timber Trails Fund #950	\$75,042.00
Debt Retirement Fund #940	\$49,279.84

**MOTION: December 2024, 13th Month Treasurer's Report**

Baker moved to approve the December 2024, 13th Month treasurer's report; Foster seconded the motion.

**Roll Call:**

Baker AYE

Fahrenbach AYE

Foster AYE

Fuelleman AYE

Montgomery AYE

All approved.

**January 2025 Treasurer's Report**

Bodewes reviewed the January 2025 treasurer's report and vendor list. Noted expenditures: insurance premiums and Overdrive annual subscription. All other income and expenses are of the usual sort.

**January 2025 Treasurer's Report**

Library Operating Fund #920	\$917,902.03
Graham Trust Fund #925	\$290,969.00

Building Maintenance Fund #930	\$141,745.53
Capital Fund #970	\$116,004.34
Timber Trails Fund #950	\$75,042.00
Debt Retirement Fund #940	\$49,279.84
January 2025 Vendor List	\$171,725.30

**MOTION: January 2025 Treasurer's Report**

Montgomery moved to approve the January 2025 treasurer's report and vendor list; Fuelleman seconded the motion.

**Roll Call:**

Baker AYE

Fahrenbach AYE

Foster AYE

Fuelleman AYE

Montgomery AYE

All approved.

**Librarian's Report**

- **The Library's Annual Report to the State of Illinois** is discussed later on the agenda.
- **FY2024 Audit** is reported later on the agenda.
- **The 2025 Library Board Election** will be held on April 1. Three new Trustees will join the Board; Stephen Baker and Dan Montgomery will serve second terms. The Trustees-elect will attend the April meeting as guests. All Trustees will be sworn in prior to the May meeting. Election of Officers will be held at the May meeting.
- **Foundation Appeal.** The annual appeal was very successful with donations of nearly \$30,000. The Board expressed appreciation for the strong support of the community to the mission of the Foundation for the benefit of the Library.
- **Statement of Economic Interest.** Trustees were reminded to complete the annual Statement of Economic Interest by May 1.
- **Winter Reading Program.** Trustees discussed the Winter Reading program and their participation, enjoying both the reading and the incentives –TFML keychain and blanket.
- **Statistics and Departmental Reports** were presented.

**Visitors/Public Comment:** None.

**Communications:** Correspondence from a former Western Springs resident sharing historical documents regarding the Library's first referendum included on the April 19, 1955 ballot. What a treat to receive these for our archives!

**Committees:**

**Building and Grounds**

Montgomery reported. It was a quiet Building and Grounds month at the Library.

- The POTS line was installed for the elevator emergency phone.
  - Snow/ice management service (Ketchmark Landscaping) has been keeping our walkways clear and safe(r).
- The Board discussed the enduring issue of non-functioning street lights near the intersection of Chestnut and Lawn which has created a safety issue for Library patrons and staff, as well as all community members. Follow up with the Village will be made and an update will be shared at the next meeting.

**Personnel**

**Library Director Annual Review.** The Personnel Committee chair will compile the feedback from Board members and key staff members and meet with Bodewes before the next meeting.

**Old Business**

**FY24 Audit Compliance Letters.** Initial audit fieldwork has been completed. Bodewes met virtually with the auditors and letters from the auditors were sent to Trustees.

**New Business**

**The Annual Report (IPLAR),** a summary of Library activity for FY2024, has been completed and accepted by the Illinois State Library. Bodewes reviewed highlights. The numbers reflect a thriving library. The full report is also available.

**2025 Board Action Calendar** was presented and accepted without change. The Board Action Calendar is a guideline; the schedule may change but it serves to outline actions for the year.

There being no other business, Montgomery moved to adjourn at 7:32 p.m. Fuelleman seconded the motion. All ayes.

**The next regular meeting of the Board of Trustees will be held on Tuesday, March 25, 2025.**

Respectfully submitted,

Kathleen Lewandowski  
Recording Secretary