



**Thomas Ford Memorial Library**  
Board of Trustees  
Minutes of the March 26, 2024

Fahrenbach called the meeting to order at 7:02 p.m.

Present: Baker, Fahrenbach, Foster, Fuelleman      Absent: Carroll, Kartsounes, Montgomery

Also present: Bodewes, Lewandowski

**MOTION: Minutes of the February 27, 2024 meeting of the Board of Trustees**

Baker moved to approve as presented the minutes of the February 27, 2024 meeting of the Board of Trustees; Fuelleman seconded the motion. All ayes.

**Treasurer’s Report**

Bodewes reviewed the December 2023, Updated treasurer’s report and the February 2024 treasurer’s report and vendor list. The December 2023, Updated treasurer’s report reflects final FY2023 income and expenses. It was noted that FY2023 Library Operating #920, Building Maintenance #930 and Debt Retirement #940 fund balances are incorrect due to the auditor tax revenue adjustment; this adjustment is reflected in the balanced funds in the February 2024 treasurer’s report. The February 2024 treasurer’s report reflects incoming tax revenue; notable expenditures are the payment for the Library logo redesign and the SWAN first quarter fee. All other income and expense is of the usual sort.

**December 2023, Updated Treasurer’s Report**

Library Operating Fund #920	\$778,472.95	*
Graham Trust Fund #925	\$290,859.15	
Building Maintenance Fund #930	\$122,526.95	*
Capital Fund #970	\$116,004.34	
Timber Trails Fund #950	\$75,542.37	
Debt Retirement Fund #940	\$46,438.72	*

\*FY2023 fund adjustments reflected in February 2024 treasurer’s report

**MOTION: December 2023, Updated Treasurer’s Report**

Baker moved to approve the December 2023, Updated treasurer’s report; Foster seconded the motion.

**Roll Call:**

Baker AYE

Fahrenbach AYE

Foster AYE

Fuelleman AYE

All approved.

**February 2024 Treasurer’s Report**

Library Operating Fund #920	\$1,065,293.24
Graham Trust Fund #925	\$292,021.61
Building Maintenance Fund #930	\$169,834.00

Capital Fund #970	\$116,594.78
Timber Trails Fund #950	\$75,924.32
Debt Retirement Fund #940	\$82,319.22
February 2024 Vendor List	\$127,504.02

**MOTION: February 2024 Treasurer’s Report**

Baker moved to approve the February 2024 treasurer’s report and vendor list; Fuelleman seconded the motion.

**Roll Call:**

- Baker AYE
- Fahrenbach AYE
- Foster AYE
- Fuelleman AYE
- All approved.

**Librarian’s Report**

- **Safe Child Policy** is discussed later on the agenda.
- **Logo and Website Redesign.** Work on the Library logo and website redesign has begun in earnest with weekly meetings with the project manager and design team. A presentation highlighting some website design options was discussed. The anticipated launch of the new website is October which will correspond with the print newsletter release.
- **National Library Week** is April 7 through April 13. The Library will celebrate with decorations, special social media posts, and reminders of the valuable relationship between the Library and this community. Banners promoting the Library are displayed on light poles around the Village. The Foundation will generously provide lunch for the staff.
- **Wolf Road construction** has begun. The Illinois Department of Transportation is providing daily emails with details of the work being done the next day for communicating to patrons and for staff. The work is anticipated to be completed this summer.
- **Statistics, Professional Development and Departmental Reports** were presented. Bodewes recognized Uma Nori being chosen as Chair of the 2025 Scott O’Dell Award for Historical Fiction Committee. Uma served as a member of the 2024 selection committee. The Board commended Uma and expressed support for her O’Dell Committee service.

**Visitors/Public Comment:** None.

**Communications:** None.

**Committees:**

**Building and Grounds**

Bodewes reported.

- The interior lobby doors have been refinished and the north exterior door has been replaced. Additional vestibule woodwork refreshing will be completed in the coming month.
- The lighting repair in the stairwell has been completed. We received a \$1,000 warranty rebate on the lights. Minor media equipment repairs were also done.
- Montgomery, Bodewes, and Lewandowski met with the architects on February 28 to discuss potential plans for the water detention area.

**Old Business**

**Statements of Economic Interest**

Trustees were reminded that the Statement of Economic Interest document must be completed annually by all elected officials by May 1.

**New Business**

**Safe Child Policy Review**

Bodewes presented for review the revised Safe Child Policy (TFML Policy No. 18). No substantive changes to the policy were made. Non-substantive changes were made for clarity. The policy was accepted as presented with the request that the policy be submitted for legal review.

**MOTION:** Fuelleman moved to approve as presented the revised Safe Child Policy; Foster seconded the motion.

**Roll Call:**

Baker AYE

Fahrenbach AYE

Foster AYE

Fuelleman AYE

All approved.

There being no other business, Baker moved to adjourn at 8:03 p.m.; Foster seconded the motion. All ayes.

**The next regular meeting of the Board of Trustees will be held on Tuesday, April 23, 2024.**

Respectfully submitted,

Kathleen Lewandowski  
Recording Secretary