

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
**October 16, 2024**

1. ROLL CALL & CALL TO ORDER

President Luisa Ellenbogen called the meeting to order at 6:30 p.m., in the Board Room, 920 Waukegan Road, Deerfield, IL.

Present Board Members: Luisa Ellenbogen - President, Ken Abosch - Secretary, Seth Schriftman - Treasurer and Stephanie Brand.

Staff: Amy Falasz-Peterson, Library Director, Melissa Stoeger, Assistant Director of Adult and Youth Services, Kelly DeCorrevont, Head of Finance and Stephanie Keough, Head of Patron Services.

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE

None.

5. STAFF PRESENTATION: Stephanie Keough, Head of Patron Services

Ms. Stephanie Keough provided a presentation on the Patron Services department.

3. APPROVAL OF MINUTES

A. September 18, 2024 Regular Meeting (ACTION)

MOTION: Mr. Schriftman made a motion to approve the September 18, 2024 Regular Meeting minutes, seconded by Ms. Stephanie Brand.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.

The motion was approved.

4. TREASURER REPORT

A. Monthly Financials: Balance Sheet, Revenues & Expenses (ACTION)

Mr. Schriftman gave the financial report.

MOTION: Mr. Ken Abosch made a motion to approve the September Financials, seconded by Ms. Brand.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.

The motion was approved.

B. List of Checks and Payments for Approval (ACTION)

Mr. Schriftman presented the outstanding list of checks and payments to be approved for September, which included:

-E Pay 1 ACH	\$	50.36
-AP Check Num 14574-14616, 10 ACHS	\$	<u>100,075.45</u>

The total amount presented for approval \$ 100,125.81

MOTION: Ms. Ellenbogen made a motion to approve the Lists of Checks and Payments, seconded by Mr. Abosch.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.  
The motion was approved.

C. Proposed FY 2025 Budget & 2024 Levy Request (ACTION)

MOTION: Ms. Brand made a motion to approve the FY 2025 Budget & 2024 Levy, seconded by Ms. Ellenbogen.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.  
The motion was approved.

6. LIBRARY DIRECTOR'S REPORT

Ms. Amy Falasz-Peterson provided the report. All day staff training went well. The Haunted Library is scheduled for Friday, October 25 and we have 300 people registered! Our total circulation remains high, at over 345,000 items this year. Outreach for library card sign up with the help of Patron Services staff. Ms. Ellenbogen commented on the most recent edition of the Library Podcast featuring Richard Powers.

7. OLD BUSINESS

A. Farmers Market Recap (DISCUSSION)

Ms. Falasz-Peterson and the Board discussed takeaways. It was nice to have face to face time.

8. NEW BUSINESS

A. Employee Handbook Updates (ACTION)

MOTION: Mr. Schriftman made a motion to approve the Employee Handbook updates effective 1/1/2025 seconded by Mr. Abosch.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.  
The motion was approved.

B. Meeting Room Policy Update (ACTION)

MOTION: Mr. Schriftman made a motion to approve the meeting room policy update, seconded by Ms. Ellenbogen.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.  
The motion was approved.

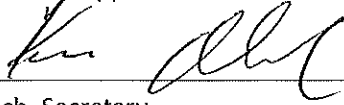
9. OTHER

10. ADJOURNMENT

At 7:58 p.m, Mr. Schriftman made a motion to adjourn the meeting, seconded by Mr. Abosch.

Vote: 4 - Yes Luisa Ellenbogen, Ken Abosch, Seth Schriftman and Stephanie Brand.

The motion was approved.

A handwritten signature in black ink, appearing to read 'Ken Abosch', written over a horizontal line.

Ken Abosch, Secretary

