

**Highwood Public Library Board of Trustees Regular Meeting
January 24, 2022**

Present via Zoom—Trustees: Bertha Chavez, Janell Cleland, Diana Guerrero, Lucy Hospodarsky, Nora Loredo, Jason Muelver, Catherine Regalado; Carmen Patlan, Director; Laura Ramirez, Associate Director
Absent: Barbara Cizek

Ms. Hospodarsky called the meeting to order at 7:02 pm.

Public Comments - None

President's Report

- The President and Vice President virtually attended Waukegan Township's 20th annual Rev. Martin Luther King Dreamers Ceremony, where Ms. Patlan was recognized.
- President serves on Friends Membership committee; library logo will be revamped and then membership drive will commence. She will share list of participating businesses with the Board so members can also solicit business memberships.
- Ms. Ramirez shared the process for the new logo, with hope to have result by end of February. Design services are being donated, including suggestions on using the logo in branding. The Friends group is also looking to update their logo.
- The President commended to the board the director's report on a structured tutoring program with training that has grown over past months with Ms. McMullen's guidance.

Secretary's Report

Ms. Hospodarsky moved to approve the minutes from the December 27, 2021 regular meeting, Mr. Muelver seconded, and the motion carried unanimously by roll call.

Communication: None

Treasurer's Report

Ms. Loredo presented the December financials and January invoices.

Ms. Hospodarsky moved to approve the January 2022 invoices as listed in the Check Detail, Mr. Muelver seconded, and the motion carried unanimously by roll call.

Director's Report

Ms. Patlan highlighted some items from her monthly report.

- IMLS invited the director to a March 1-2 panel discussion in Washington D.C. on social well-being, literacy, and libraries.
- The Director has been included in the Marquis Who's Who.
- There will be a construction update for the February board meeting. Currently budget is being narrowed down.
- Trustees are encouraged to attend the legislators' meet-up, as previously emailed. It's especially important to have legislators hear this year about access to electronic resources – ebooks and broadband.
- The holiday program was really successful, including the Teen Advisory Board leadership.

- Potential donors from local churches and synagogues are touring the library and getting involved by designing and creating home activity kits.
- Book Match and iRead programs are now active partnerships with schools and the Highland Park library. Virtual author visits are being planned.
- Virtual programming is occurring in January, continuing for now in February.
- A new employee will work on the Workplace Development program, and will also be cross training with Ms. Wigodner on collection development.

New Business

Ms. Ramirez reported she hopes to have final approval on DCEO grant in February. State Sen. Morrison is also assisting to move the application through.

There is a board opening and trustees should keep in mind the needed skill sets and desire to be diverse and representative of Highwood.

Ms. Regalado moved and Mr. Muelver seconded to adjourn the meeting. The motion carried unanimously.

Meeting adjourned at 7:37 pm.