

LISLE LIBRARY DISTRICT  
SPECIAL BOARD MEETING  
January 7, 2022 - 2:00 p.m.

1. Roll call

Present:

Marjorie Bartelli - President

Emily Swistak - Vice President [left the meeting at 2:19 p.m.]

Jenny Norton - Treasurer

Karen Larson - Secretary

Liz Sullivan - Trustee

Lorna Turner - Trustee

Sara Wynn - Trustee

Also present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Chris Knight - Recording Secretary

2. Opportunity for visitors to speak - general public comment period - None

3. Fundraising effort protocol: President statement/discussion

President Bartelli made a statement about the Library's fundraising efforts.

President Bartelli stated that the Board approved of a fundraising effort on December 15, 2021 for an special installation in Youth Services. 163 letters were sent to potential donors. On December 29<sup>th</sup>, the Advocacy and Outreach Committee met to review Policy 735: Donations and Gifts. President Bartelli referenced LLD Policy 201: LLD Board of Trustees Code of Conduct which mentions that the Board will make fundraising decisions as a whole. She stated that the Board should decide on appropriate recipients of fundraising communications and when outreach occurs. She stated that the LLD is a tax-exempt, public library and may receive donations for the public benefit and that Trustees may not solicit donations or fundraise without specific Board approval.

Discussion: Vice President Swistak agreed with President Bartelli's statements. She commented that President Bartelli clarified the fundraising effort and explained that all actions will be approved by the full Board. Treasurer Norton stated that she was in agreement. She commented that fundraising was new to the Board and that it should be accomplished thoughtfully and with consensus. Secretary Larson stated that the draft policy clearly outlines the LLD objectives of fundraising. Trustee Wynn said she appreciated everyone's comments and agreed with the statement. Trustee Sullivan spoke about her fundraising experience and next steps to take as a Board. Trustee Turner concurred with what was said and agreed to move forward as a united Board.

4. LLD Policy 735: Donations & Gifts - Action Required

**MOTION:** Vice President Swistak moved to approve LLD Policy 735: Donations & Gifts. Secretary Larson seconded.

Discussion: Director Weinstein provided an overview of LLD Policy 735: Donations & Gifts. President Bartelli commented on the notation at the bottom of the draft letter. Director Weinstein stated that Sikich provided assistance with language at the bottom of the letter.

Roll Call Vote - All Aye. The motion passed.

Vice President Swistak left the meeting at 2:19 p.m.

5. Thank you responses - Action Required

Director Weinstein provided an overview of the draft letter and stated that Sikich provided guidance.

**MOTION:** Trustee Sullivan moved to authorize LLD Director to send 'thank you' responses to donors. Trustee Turner seconded.

Discussion: Treasurer Norton asked what would happen to potential surplus funds if they surpassed the donation goal. Director Weinstein explained that the donation letter specified donation funds would benefit the installation and the Youth Services department.

Roll Call Vote - All Aye. The motion passed.

6. Adjourn

**MOTION:** Trustee Sullivan moved to adjourn the meeting. Trustee Turner seconded.

Voice Vote - All Aye. The motion passed.

The meeting adjourned at 2:22 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on January 19, 2022.

Approved by

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Karen Larson, Secretary of the LLD Board of Trustees