

**REGULAR MEETING MINUTES**

**February 18, 2020**

**6:00 p.m. Board Room**

**1. REGULAR MEETING – CALL TO ORDER**

At 6:00 p.m. President Corzine called the Regular Meeting to order.

**2. ROLL CALL**

Trustees present: Blank, Caudill, Corzine, Fuller, Stamoolis, Steker

Absent: Hurst (arrived at 6:02 p.m.)

Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, D. Bryzelak, M. Creel, C. Pedersen, N. Ziarnik

Guest present: S. Harrod, S. Malohn, J. Stanonik

**3. PUBLIC COMMENT**

None

**4. ADJUSTMENTS TO THE AGENDA**

Trustee Blank requested that item C, Approval of the Minutes of the Closed Session of the Special Board Meeting February 4, 2020 be moved out of the consent agenda.

**5. CONSENT AGENDA**

**A. Approval of the Minutes of the Regular Meeting January 21, 2020**

**B. Approval of the Minutes of the Special Board Meeting February 4, 2020**

Trustee Stamoolis moved:

**“To Approve the Minutes of the Regular Meeting January 21, 2020 and the Minutes of the Special Board Meeting February 4, 2020 as presented.”**

Trustee Fuller seconded the motion and it carried on a unanimous voice vote of all Trustees present.

**6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA**

**A. Approval of the Minutes of the Closed Session of the Special Board Meeting February 4, 2020.**

Trustee Blank moved:

**“To Approve the Minutes of the Closed Session of the Special Board Meeting February 4, 2020 with amendment of employment spelled correctly.”**

Trustee Steker seconded the motion and it carried on a unanimous voice vote of all Trustees present.

## 7. TRUSTEE REPORTS/COMMENTS

Trustee Stamoolis thought the legislative breakfast was particularly good. He mentioned he shared the question of the month idea with a reference librarian from another library and they loved it so much they said they would take the idea too. He also mentioned he attended the Hershey Chocolate Company Program and it made him very proud of Ela.

Trustee Steker commented that Trustee Caudill's efforts in organizing the legislative breakfast were appreciated and it did not go unnoticed.

Trustee Caudill wanted to remind the Board of the March 14<sup>th</sup> program in Oakbrook and to get their commitments in, if they plan to attend.

## 8. TREASURER'S REPORT

### A. January 2020

Trustee Blank moved:

**"To Approve the January 2020 Expenditures as Authorized With the Balance of the Reports To Be Filed For Audit."**

Trustee Caudill seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

**AYES (7):** Blank, Corzine, Caudill, Fuller, Hurst, Stamoolis, Steker

**ABSENT (0):**

**ABSTAIN (0):**

Trustee Stamoolis wanted the minutes to show how proud he was of Sherri Hyson's diligence in tracking down a vendor check that was wrongly cashed.

## 9. CORRESPONDENCE AND COMMUNICATIONS

The Communications folder was made available for all Trustees physically present to review.

## 10. EXECUTIVE DIRECTOR'S REPORT

- Informed the Board that he is doing a lot of internal transition planning with Interim Director Christianson.
- The Census is on our radar and different programs are coming including one in Spanish.
- LED lighting is on order and they are starting to plan the install. Overall concern is the install needs to happen during lower patron hours.
- Admin Department is working on final recommendations for minimum wage implementation.
- Three Books Podcast discussion and whether it is the Library's property.

## 11. STANDING COMMITTEE REPORTS

**A. Building & Grounds Committee: No Report**

**B. Finance Committee: No Report**

**C. Nominating Committee: No Report**

**D. Personnel Committee: No Report**

**E. Policy Committee: No Report**

**F. Bylaws Committee: No Report**

**12. SPECIAL COMMITTEE REPORTS**

None

**13. UNFINISHED BUSINESS**

None

**14. NEW BUSINESS**

**A. Department Presentations/Introductions – Chris Pedersen, IT Dept.**

Head of the IT Department, Chris Pedersen, presented an overview of the IT Department and showed the Board one of the new access points they plan to install in the Library.

**B. Discussion of Investment Policy**

No action took place, the Board agreed to send revisions to legal counsel for their input.

**C. Discussion of Makerspace Policy**

Trustee Blank moved:

**“To Approve the Makerspace Policy as presented with a Reviewed and Revised Date of February 2020.”**

Trustee Stamoolis seconded the motion and it carried on a unanimous voice vote of all Trustees present.

**D. Discussion of Dashboard Link Sent**

Executive Director Womack presented the updated Dashboard. The Board members suggested removing the People Counter section and add descriptions on two graphs for clarification.

**E. Discussion of Interim Authorized Signers**

The Board signed all necessary documents and Sherri Hyson will bring them to the bank.

**F. Discussion of Executive Search Firms**

Executive Director Womack provided letters of interest from 3 search firms and also expressed interest from HR Source as well. Trustee Caudill suggested inviting all 4 companies to present to the Board in person.

President Corzine recommended the Board establish the Executive Search Firm Committee of the Whole.

Trustee Blank moved:

**“To Approve the Executive Search Firm Committee of the Whole appointment as Stated by President Corzine.”**

Trustee Stamoolis seconded the motion and it carried on a unanimous roll call vote of all Trustees present.

**AYES (7):** Blank, Corzine, Caudill, Fuller, Hurst, Stamoolis, Steker

**ABSENT (0):**

**ABSTAIN (0):**

Proposed dates for future meetings: 2/24/2020, 2/25/2020 and 3/3/2020 at 6:00 PM and 7:15 PM for all dates.

**G. Resolution Honoring Outgoing Executive Director Matt Womack**

President Corzine presented Executive Director Womack with a resolution honoring all of his achievements and contributions since his employment.

**H. Approval of Trustee Expense Reports**

None

**I. Building and Grounds Critical Issues**

None

**15. A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS**

**5ILCS 120/2(c)(1)**

None

**B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)**

None

**C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)**

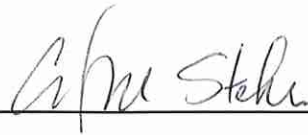
None

**16. ADJOURNMENT**

At 8:17 p.m. Trustee Fuller moved.

**“TO ADJOURN.”**

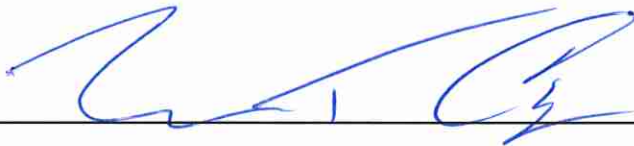
Trustee Hurst seconded the motion and it carried on a unanimous voice vote of Trustees present.



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Crystal Steker, Secretary

Approved at the next Regular Meeting of April 7, 2020



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Eric Corzine, President