

REGULAR MEETING MINUTES

January 19, 2021

6:00 p.m. Board Room

Blended Remote (via Zoom) /

In Person Meeting at Ela Area Public Library

Members of the public can listen by phone or view/listen online to the meeting using Zoom (zoom.us). Members of the public will be able to comment via Zoom during the Public Comment period. Public comments can also be emailed to the Board via email at public.comments@eapl.org. Comments for the Meeting that are received by 1pm Tuesday, January 19th will be read during the Public Comment period.

- Please click the link below to join the webinar:
- <https://us02web.zoom.us/j/81587900129?pwd=V1BuTm4lLzdFay9jOXpCbVhJWtBsUT09>
- Passcode: 708489

- For those who want to listen via phone, please use the following telephone number:
888 475 4499 (Toll Free) or 877 853 5257 (Toll Free)
When prompted, dial Webinar ID: 815 8790 0129

1. REGULAR MEETING – CALL TO ORDER

At 6:01 p.m. President Corzine called the Regular Meeting to order.

2. ROLL CALL

Trustees present in person: Corzine

Trustees present remotely via Zoom: Blank, Caudill, Hurst, Stamoolis, Stanonik, Steker

Absent:

Staff present in person: Executive Director L. Rosenthal

Staff present via Zoom: D. Bryzelak, M. Creel, E. Christianson, N. Ziarnik, C. Pedersen, L. Sollenberger

Guest present in person:

Guest present via Zoom: S. Harrod, K. Baugher, M. Silcroft

3. PUBLIC COMMENT

None

4. ADJUSTMENTS TO THE AGENDA

5. CONSENT AGENDA

A. Approval of the Minutes of the Regular Meeting November 17, 2020

Trustee Caudill moved:

“To Approve the Consent Agenda as Presented.”

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

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

ABSENT (0):

ABSTAIN (0):

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA

7. TRUSTEE REPORTS/COMMENTS

- Trustee Stanonik called special attention to the enthusiasm that bubbles over in the Teen librarian’s report and is proud of the Outreach Services Department and how the library services all ages of the community.
- Trustee Caudill mentioned the Legislative Meet-Up is virtual this year on February 15, 2021 and the Trustee Days will be held virtually in March, April, and May with different programming available via Zoom.
- Trustee Steker recalled her use of the curbside printing service and appreciated that this service was being offered to all patrons.
- Trustee Blank acknowledged the thought and creativity that has gone into the Activity Kits that are going out to patrons.
- Trustee Corzine recognized Kathy Caudill on her work with ILA and also recognized Erica Christianson for the “I Love My Librarian” award nomination.

8. TREASURER’S REPORT

A. September 2020

Trustee Hurst moved:

“To Approve the September 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, Caudill, Corzine, Hurst, Stamoolis, Stanonik, Steker

ABSENT (0):

ABSTAIN (0):

B. October 2020

Trustee Hurst moved:

“To Approve the October 2020 Expenditures as Authorized with the Balance of the Reports To Be Filed For Audit.”

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

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

ABSENT (0):

ABSTAIN (0):

C. November 2020

Trustee Caudill moved:

“To Approve the November 2020 Expenditures as Authorized with the Balance of the Reports To Be Filed For Audit.”

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

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

ABSENT (0):

ABSTAIN (0):

D. December 2020

Trustee Caudill moved:

“To Approve the December 2020 Expenditures as Authorized with the Balance of the Reports To Be Filed For Audit.”

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

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

ABSENT (0):

ABSTAIN (0):

9. CORRESPONDENCE AND COMMUNICATIONS

The Communications items were made available in the Board Packet.

10. EXECUTIVE DIRECTOR’S REPORT

A. November & December 2020

Assistant Director Christianson added that the Library was the recipient of the America’s 5 Star Library Award.

B. Action Plan 2020/2021

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

13. UNFINISHED BUSINESS

14. NEW BUSINESS

A. Review of Proposed Bylaws Amendment

Trustee Caudill explained the addition needed to add clarity to section 3-37 and bullet point 4 needed revisions to remove: "The greater/lesser of" and clarify "a maximum of \$500."

B. Discussion FOIA Policy

Executive Director Rosenthal reviewed the revisions of including the name changes in section I: The Library FOIA Officers, to include Executive Director Lauren Rosenthal and Assistant Director Erica Christianson.

Trustee Blank moved:

"I move to approve updating the Library's Freedom of Information Act (FOIA) policy to reflect the Assistant Director and new Executive Director as FOIA officers with a reviewed and revised date of 1/21."

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

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

ABSENT (0):

ABSTAIN (0):

C. Discussion of Per Capita Grant Requirements for FY 20/21

Executive Director Rosenthal explained the requirements of the Per Capita Grant and informed the Board that the Department Heads are reviewing each chapter and giving an overview. Chapters 1-3 were done in November, chapters 8-12 in December and chapters 4-7 will be done in February. All will be completed prior to the March 15, 2021 deadline.

D. Discussion of COVID-19 Response Plan

Executive Director Rosenthal informed the Board that Lake County moved to Tier 2 mitigations and the Department Heads were meeting January 20, 2021 to discuss the possibility of reopening the building for grab-and-go service starting on January 25, 2021.

E. Approval of Trustee Expense Reports

Trustee Caudill moved:

"To Approve the Trustee Expense Report for \$100 to Jeanette Stanonik."

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

AYES (6): Blank, Caudill, Corzine, Hurst, Stamoolis, Steker

ABSENT (0):

ABSTAIN (1): Stanonik

F. Building and Grounds Critical Issues

15. **A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS
5ILCS 120/2(c)(1)**
**B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE,
OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)**
**C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION
MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)**

16. **ADJOURNMENT**

At 7:47 p.m. Trustee Hurst moved:

“TO ADJOURN.”

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

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

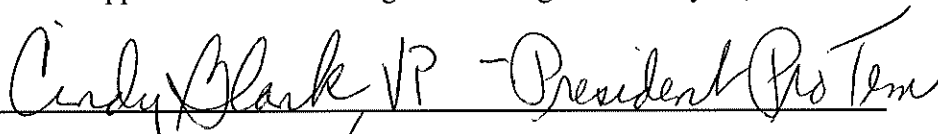
ABSENT (0):

ABSTAIN (0):



Crystal Steker, Secretary

Approved at the next Regular Meeting of February 16, 2021



Eric Corzine, President