

REGULAR MEETING MINUTES

January 21, 2020

6:00 p.m. Board Room

1. REGULAR MEETING – CALL TO ORDER

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

2. ROLL CALL

Trustees physically present: Blank, Caudill, Corzine, Fuller, Hurst, Stamoolis

Trustees absent: Steker

Staff present: Executive Director Womack, Assistant Director Christianson, S. Hyson, D. Bryzelak

Guest present: S. Harrod, C. Wiser

3. PUBLIC COMMENT

None

4. ADJUSTMENTS TO THE AGENDA**5. CONSENT AGENDA**

Trustee Stamoolis requested that all items, A-G, be moved out of the consent agenda.

6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA**A. Approval of the Minutes of the Regular Meeting November 19, 2019**

Trustee Stamoolis moved:

“To Approve the Minutes of the Regular November 19, 2019 Meeting with corrections on the amounts in 14H, as noted.”

Trustee Blank seconded the motion and it carried on a voice vote.

AYES (5): Blank, Corzine, Fuller, Hurst, Stamoolis

ABSENT (1): Steker

ABSTAIN (1): Caudill

B. Approval of the Minutes of the Executive Session Meeting November 19, 2019

Trustee Stamoolis moved:

“To Approve the Minutes of the Executive Session November 19, 2019 Meeting with the corrections noted.”

Trustee Hurst seconded the motion and it carried on a voice vote.

AYES (5): Blank, Corzine, Fuller, Hurst, Stamoolis

ABSENT (1): Steker

ABSTAIN (1): Caudill

C. Approval of the Minutes of the Building and Grounds Committee meeting October 28, 2019

Trustee Stamoolis moved:

“To Approve the Minutes of the Building and Grounds Committee Meeting of October 28, 2019.”

President Corzine seconded the motion and it carried on a voice vote.

AYES (4): Blank, Corzine, Fuller, Stamoolis

ABSENT (1): Steker

ABSTAIN (2): Caudill, Hurst

D. Approval of the Minutes of the Executive Director Review Committee meeting October 8, 2019

Trustee Blank moved:

“To Approve the Executive Director Review Committee Meeting Minutes of October 8, 2019 with the revised approval date of January 21, 2020.”

Trustee Stamoolis seconded the motion and it carried on a voice vote.

AYES (5): Blank, Corzine, Caudill, Fuller, Stamoolis

ABSENT (1): Steker

ABSTAIN (1): Hurst

E. Approval of the closed session Minutes of the Executive Director Review Committee meeting October 8, 2019

Trustee Blank moved:

“To Approve the Closed Session Minutes of the Executive Director Review Committee Meeting of October 8, 2019 with the revised approval date of January 21, 2020.”

Trustee Stamoolis seconded the motion and it carried on a voice vote.

AYES (5): Blank, Corzine, Caudill, Fuller, Stamoolis

ABSENT (1): Steker

ABSTAIN (1): Hurst

F. Approval of the Minutes of the Executive Director Review Committee meeting November 26, 2019

Trustee Stamoolis moved:

“To Approve the Executive Director Review Committee Meeting Minutes of November 26, 2019 with the revised approval date of January 21, 2020.”

Trustee Hurst seconded the motion and it carried on a voice vote.

AYES (4): Blank, Corzine, Fuller, Stamoolis

ABSENT (1): Steker

ABSTAIN (2): Caudill, Hurst

G. Approval of the closed session Minutes of the Executive Director Review Committee meeting November 26, 2019

Trustee Stamoolis moved:

“To Approve the Executive Director Review Committee Closed Meeting Minutes of November 26, 2019 with the revised approval date of January 21, 2020.”

Trustee Blank seconded the motion and it carried on a voice vote.

AYES (4): Blank, Corzine, Fuller, Stamoolis

ABSENT (1): Steker

ABSTAIN (2): Caudill, Hurst

7. TRUSTEE REPORTS/COMMENTS

Trustee Stamoolis said he heard so many good things about the dinosaurs during the exhibit while out in the community.

8. TREASURER'S REPORT

A. November 2019

B. December 2019

Trustee Blank moved:

“To Approve the November 2019 and December 2019 Expenditures as Authorized With the Balance of the Reports To Be Filed For Audit.”

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

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

ABSENT (1): Steker

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 the dinosaurs are gone but it was a great hit with the community and a great team building opportunity for the Library.
- Let the Board know that a Library volunteer, Laurie Brandel, had passed away and the Library received donations in her name. She was a longtime volunteer for the Friends of the Library Group.
- Spoke to the Board about how Melissa Keegan, was now the Department Head of Reference, Amanda Novak would step into the role of Assistant Department Head of Popular Materials and Michelle Bourgeois is now Head of Digital Services.
- Provided the dates of multiple local events that the Trustees are invited to in the future:
 - Lake Zurich Chamber of Commerce Winning Hands Poker Night: January 30, 2020
 - Presidents' Day Library Legislative Breakfast: Monday, February 17, 2020
 - Illinois Library Trustee Forum Workshop: Saturday, March 14, 2020

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 – Christen Wiser, Popular Materials Dept.

Head of the Popular Materials Department, Christen Wiser, presented an overview of Popular Materials and all the services they provide the patrons in the Library.

B. Discussion of Sponsorship/Partnership Policy

Trustee Stamoolis moved:

“To Approve the Sponsorship/Partnership Policy with a Reviewed and Revised Date of January 2020.”

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

C. Discussion of Libraries are for Everyone Initiative

Executive Director Womack spoke to the Board about the Libraries are for Everyone Initiative and how inclusion for all is in line with the Library’s core values. We want the Library to be a welcoming place for all.

D. Discussion of Changes to Open Holds Procedures

Executive Director Womack informed the Board that CCS has put out a new solution for Open Holds and the vote for this solution was taking place January 22, 2020. The change will take into effect February 10, 2020.

E. Discussion of OpenGov Dashboard Draft

Executive Director Womack presented a rough draft of transparency dashboard to the Board and discussion of ways to title some of the graphs were presented. A new version of the Dashboard will be presented at the February 18th Board Meeting.

F. Approval of Trustee Expense Reports

Trustee Blank moved:

“To Approve the Trustee Expense Report for Trustee Caudill’s Trip to the ILA Conference October 21-23, 2019 In The Amount Of \$339.12.”

Trustee Stamoolis seconded the motion and it carried on a roll call vote.

AYES (5): Blank, Corzine, Fuller, Hurst

ABSENT (1): Steker

ABSTAIN (1): Caudill

G. 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 Blank moved.

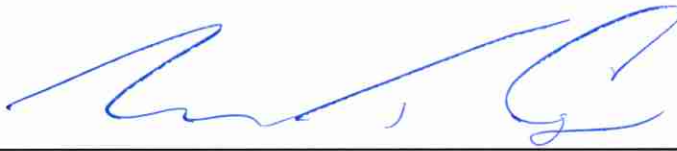
“TO ADJOURN.”

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



Crystal Steker, Secretary

Approved at the next Regular Meeting of February 18, 2020



Eric Corzine, President