

**REGULAR MEETING MINUTES**

**March 21, 2023**

**6:00 p.m. 2<sup>nd</sup> Floor Conference Room**

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

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

**2. ROLL CALL**

Trustees present: Blank, Caudill Corzine, McCauley, Silcroft, Stanonik, Steker

A quorum is present.

Staff Attendance: Executive Director L. Rosenthal, E. Christianson, M. Povilonis, D.

McGuire, Valerie Stern, Christen Wiser, Natalie Ziarnik

Guests Present: Alicia Timm, Scott Harrod, Jeannine Nasca, Rachel Londberg (Lamp Inc.),  
Lisa Stankus, Tracy Suykerbuyk

**3. PUBLIC COMMENT**

None

**4. ADJUSTMENTS TO THE AGENDA**

None

**5. CONSENT AGENDA**

A. Approval of the Minutes of the Regular Meeting February 21, 2023 (Document)

President Steker removed the February minutes from the Consent Agenda for correction.

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

Trustee Caudill moved:

“To approve the minutes of the regular meeting of February 21, 2023 with corrections.”

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

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

**7. TRUSTEE REPORTS/COMMENTS**

Please turn in your EDR surveys by March 29.

Upcoming meetings are:

March 28 – Committee of the Whole – Finance meeting

April 4 – Committee of the Whole – EDR meeting

April 11– Committee of the Whole – Personnel meeting

April 18 – regular board meeting

April 25 – Nominating Committee meeting

Trustees Stanonik and McCauley participated in and enjoyed "Bee Week" activities.

Trustee Silcroft enjoyed the Salvador Dali zoom presentation.

Trustee Caudill reminded everyone to sign up for the ILA program on finance in April and mock board meeting coming up in May.

## **8. TREASURER'S REPORT**

### **A. February 2023 (Document)**

Trustee Corzine moved:

"To approve the February 2023 expenditures as authorized with the balance of the report to be filed for audit."

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

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

## **9. CORRESPONDENCE AND COMMUNICATIONS**

## **10. EXECUTIVE DIRECTOR'S REPORT**

### **A. Department in Focus – Programs and Publicity (Manager Valerie Stern)**

Valerie gave a nice presentation on her background, team members Scott Lemerand and Jennifer Nickels and the projects her department is involved in.

### **B. February 2023 Librarians' Reports**

Banking recommendation is complete, will come to the board in April, resulting in additional interest revenue for next year

### **C. Action Plan FY2023**

With the completion of Phase 1, many items on the Action Plan are complete.

### **D. Construction Update**

Project is on time and under budget.

## **11. STANDING COMMITTEE REPORTS**

### **A. Finance Committee (Trustees Blank, Corzine & Steker)**

### **B. Building & Grounds Committee (Trustees Corzine & Silcroft)**

### **C. Bylaws Committee (Trustees Caudill & McCauley)**

### **D. Executive Director Review (EDR) Committee (Trustees Steker, Caudill & Blank)** Minor revisions on the forms reviewed. Minutes will be incorporated in the April Board packet.

### **E. Personnel Committee (Trustees Silcroft, Caudill & McCauley)**

### **F. Policy Committee (Trustees McCauley, Blank & Steker)**

### **G. Nominating Committee (Trustees Corzine & Silcroft)**

### **H. RAILS Liaison (Trustee Silcroft)** RAILS is considering incorporating license plate tag purchases, voter registration.

I. Foundation Liaison (Trustee Caudill)

**12. SPECIAL COMMITTEE REPORTS**

None

**13. UNFINISHED BUSINESS**

None

**14. NEW BUSINESS**

A. Meeting Room Carpet Replacement (Document + Action)

Trustee Blank moved:

“To approve change order #050 for new carpet in Meeting rooms A & B in an amount not to exceed \$24,000.”

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

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

B. Insurance Renewal 4/1/2023 – 4/1/2024 (Document + Action)

Trustee Caudill moved:

“To approve Kamm Insurance Group to provide the Library’s Public Officials Liability, Employment Practices Liability, Worker’s Compensation, Commercial Property, Commercial General Liability, Cyber Liability, Business Auto Liability, Umbrella Liability, and Crime policies for the term April 1, 2023 through April 1, 2024 at a total cost not to exceed \$43,000.”

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

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

C. FY2024 Action Plan (Document + Action)

Trustee Corzine moved:

“To accept the FY2024 Action Plan as presented.”

Trustee McCauley seconded the motion and it carried on a unanimous roll call vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

D. Bylaws Update – Second Reading (Document + Action)

Trustee Silcroft moved:

“To approve updated Bylaws with a revised date of March 2023.”

Trustee McCauley seconded the motion and it carried on a unanimous roll call vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

#### E. Meeting Dates Ordinance (Document + Action)

Trustee Caudill moved:

“To adopt Ordinance 23-02-01 setting the Library meeting dates for the year July 1, 2023 through June 30, 2024.”

Trustee Corzine seconded the motion and it carried on a unanimous roll call vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

#### F. Makerspace Policy 2.16 (Document + Action)

Trustee McCauley moved:

“To approve Makerspace Policy 2.16 with a reviewed and revised date of March 2023.”

Trustee Corzine seconded the motion and it carried on a unanimous roll call vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

#### G. Meeting room Policy 2.8(A) (Document + Action)

Trustee Silcroft moved:

“To approve the Meeting room Policy 2.8A with a reviewed and revised date of March 2023.”

Trustee Stanonick seconded the motion and it carried on a unanimous roll call vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

#### H. Approval of Trustee Expense Reports

None

#### I. Building and Grounds Critical Issues

None

**15. ADJOURN TO EXECUTIVE SESSION**

- A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS 5 ILCS 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. ROLL CALL (If returning from Executive Session)**

**17. ADJOURNMENT**

Adjournment at 8:04pm

Trustee Caudill moved:

“To Adjourn.”

Trustee Blank seconded the motion and it carried on a unanimous voice vote of all trustee’s present.

AYES (7): Blank, Caudill, Corzine, McCauley, Silcroft, Stanonik, Steker

NAYES (0):

ABSTAIN (0):

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Cathy McCauley, Secretary  
Approved at the next Regular Meeting of April 18, 2023

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Crystal Steker, President