

REGULAR MEETING MINUTES

September 20, 2022

6:00 p.m. Meeting Room

1. REGULAR MEETING - CALL TO ORDER

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

2. ROLL CALL

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

Trustee(s) Absent: Hurst

A quorum is present.

Staff present: Executive Director L. Rosenthal, E. Christianson, M. Povilonis, G. Palas,
D. McGuire, C. Wiser

Guests Present: Scott Harrod

3. ADJOURN TO BUDGET AND APPROPRIATION HEARING

Trustee Blank moved:

“To adjourn the Regular Meeting and go to the Budget and Appropriation Hearing.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

The Regular Meeting is adjourned at 6:02 p.m.

4. ROLL CALL

President Steker called to order the Regular Meeting, September 20, 2022, in person, in Meeting Room A at 6:07 p.m.

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

Trustee(s) Absent: Hurst

There is a quorum present.

Staff present: Executive Director L. Rosenthal, E. Christianson, M. Povilonis, G. Palas,
D. McGuire, C. Wiser

Guests Present: Scott Harrod

5. PUBLIC COMMENT

Scott Harrod had a question on the Hotspot expenses.

6. **ADJUSTMENTS TO THE AGENDA**

None

7. **CONSENT AGENDA**

Trustee Blank requested to remove 5A from the Consent Agenda

Trustee Caudill moved:

“To approve the items B, C, and D from the Consent Agenda.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

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

Trustee Blank stated the following corrections to July 19, 2022, Regular Meeting Minutes. Approval of the minutes of the EDR Committee Meeting should state June 22, 2022, not June 22, 2021, and the same for the Executive Session Minutes; should state June 22, 2022 not June 22, 2021.

Trustee Blank moved:

“To approve the Minutes of the Regular Meeting July 19, 2022, as revised”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

9. **TRUSTEE REPORTS/COMMENTS**

Trustee Blank found the session “What to do before you call the plumber” to be informative and entertaining.

Trustee Caudill is on the Conference Committee for ILA. Also asked to be on the Illinois State Advisory Committee. Next ILA Conference will be in Springfield on Oct. 24-26, 2023.

Trustee Steker liked Footnotes mentioning specifics regarding the renovation.

Director Rosenthal mentioned the Renovation logo.

Trustee Caudill gave a very informative presentation on the State of Illinois Library Resources for Trustees. She provided some pages listing various websites to go to for further information/education.

10. **TREASURER’S REPORT**

A. July 2022 and August 2022

Trustee Caudill moved:

“To approve the July 2022 and August 2022 expenditures as authorized with the balance of the report to be filed with audit.”

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

AYES (6): Blank, Caudill, Corzine, Hurst, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

11. CORRESPONDENCE AND COMMUNICATIONS

None

12. EXECUTIVE DIRECTOR’S REPORT

A. Department in Focus: Popular Materials (Christen Wiser). Christen gave a nicely detailed summary of Popular Materials, Forge and Outreach; sharing day to day operations and projected projects hoping to implement.

B. July & August 2022. Transparency page now has 3 OpenGov stories showing.

C. Action Plan 2022-2023

13. STANDING COMMITTEE REPORTS

A. Building & Grounds Committee (Trustees Hurst, Corzine & Silcroft) None

B. Finance Committee (Trustees Blank, Corzine & Steker) None

C. Nominating Committee (Trustees Corzine, Hurst & Silcroft) None

D. Personnel Committee (Trustees Silcroft, Caudill & McCauley) None

E. Policy Committee (Trustees Silcroft, Caudill & McCauley) None

F. Bylaws Committee (Trustees Caudill, Hurst & McCauley) None

G. Executive Director Review (EDR) Committee (Trustees Steker, Caudill & Blank)

None

H. RAILS Liaison (Trustee Silcroft) Still looking for a Director.

I. Foundation Liaison (Trustee Caudill) Two additional previous board members were asked to join. Looking to establish a brokerage account for stock gifts. Local mayors are being invited to be honorary Board members. Next meeting will be August 26, 2023, and larger donors will be invited for personal tours after renovations. Director Rosenthal and Trustee Caudill will be presenting Foundation information at the upcoming ILA Conference.

14. SPECIAL COMMITTEE REPORTS

A. Strategic Planning Liaison (Trustee Corzine) No meeting yet
Strategic Planning pages are present on walls in Admin office

15. UNFINISHED BUSINESS

None

16. NEW BUSINESS

A. Approval of 22-07-01 Budget and Appropriation Ordinance

Trustee Blank moved:

“To approve Ordinance 22-07-01 Budget And Appropriation in the amount of \$11,245,902 for Fiscal Year 2022-2023 as presented.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

B. Employee Handbook

Trustee Caudill moved:

“To amend the employee handbook to include updates to the bereavement leave and harassment policy as required by Illinois law.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

C. IGA for Board of review and PTAB Appeals

Trustee Caudill moved:

“To authorize the Library director to execute the attached Intergovernmental agreement to review, monitor, contest, and defend the assessed valuation of real property located within Ela Township, Lake County.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

D. Memorial in Library Gardens

Trustee Silcroft moved:

“To permit family of the late John Bauer to scatter his cremated remains, removed from their container, to be mixed with or placed on top of the soil or ground cover in a designated “scattering area” around or near the memorial to his sister, Gloria Heramb.”

Trustee Corzine seconded the motion and the motion failed on a voice vote of all trustee’s present.

AYES (0):

NAYES (5): Blank, Caudill, McCauley, Silcroft, Steker

ABSTAIN (1): Corzine

E. Approval of Trustee Expense Report
None

F. Building and Grounds Critical Issues
None

17. **ADJOURN TO EXECUTIVE SESSION**

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 5ILCS 120/2(c)(11) None

C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION
MINUTES AS ALLOWED BY 5ILCS 120/2(c)(21) None

18. **ADJOURNMENT**

At 8:24 p.m. Trustee Caudill moved:

“To Adjourn.”

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

AYES (6): Blank, Caudill, Corzine, McCauley, Silcroft, Steker

NAYES (0):

ABSTAIN (0):

Cathy McCauley, Secretary

Approved at the next Regular Meeting of October 11, 2022

Crystal Steker, President

