

REGULAR MEETING MINUTES

October 20, 2020

6:00 p.m.

**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, October 20th will be read during the Public Comment period.

- Please click the link below to join the webinar:
- <https://us02web.zoom.us/j/89482184766?pwd=cWlXS1NiOWVpNHBncG0wMmh6YTNHZz09>
- Passcode: 994775

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1. REGULAR MEETING – CALL TO ORDER

At 6:02 p.m. President Corzine called the Regular Meeting to order.

2. ROLL CALL

Trustees present in person: Corzine

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

Absent: Blank (arrived at 6:05 p.m.)

Staff present in person: Interim Executive Director Christianson, M. Creel

Staff present via Zoom: D. Bryzelak, N. Ziarnik, C. Pedersen, C. Wagner

Guest present in person: Ken Fuller

Guest present via Zoom: S. Harrod, Ela Township Assessor John Barrington,

3. PUBLIC COMMENT

None

4. ADJUSTMENTS TO THE AGENDA

To move **14A. Recognition of Former Trustee Ken Fuller** and **14B. Discussion of Assessment Appeal Process with Lake County Assessor’s Office to before Consent Agenda.**

14A. Recognition of Former Trustee Ken Fuller

President Corzine presented former Trustee Ken Fuller with a plaque recognizing his time as a Board Trustee.

14B. Discussion of Assessment Appeal Process with Township Assessor's Office

John Barrington, Ela Township Assessor, discussed the formation of a coalition of local taxing authorities to protect assessed tax income and share appeal costs.

Trustee Caudill moved:

"The expenditure of up to \$3500 in fiscal year 2020/2021 for the Ela Township Assessment Defense Fund, the amount to be paid to be determined based on actual invoices received from the Ela Township Assessors office and/or consultants."

Trustee Stamoolis 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):

5. CONSENT AGENDA

A. Approval of the Minutes of the Executive Director Search Committee Meeting September 14, 2020

B. Approval of the Minutes of the Executive Session Meeting September 14, 2020

C. Approval of the Minutes of the Regular Meeting September 15, 2020

D. Approval of the Minutes of the Executive Session Meeting September 15, 2020

E. Approval of the Minutes of the Executive Director Search Committee Meeting September 28, 2020

F. Approval of the Minutes of the Executive Session Meeting September 28, 2020

G. Approval of the Minutes of the Executive Director Search Committee Meeting October 5, 2020

H. Approval of the Minutes of the Executive Session Meeting October 5, 2020

Trustee Caudill moved:

"To Approve A, B, D, E, F and G of the Consent Agenda as presented."

Trustee Stamoolis 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

Items C and H were moved from the consent agenda.

On 2A, B and C, correct spelling of Trustee Stanonik's first name from Jeannette to Jeanette. 10A. of item C, correct spelling of goa to goal.

Trustee Blank moved:

"To Approve the Minutes of the Regular Meeting September 15, 2020 with corrections as noted."

Trustee Hurst 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):

Item H, correct spelling of candidate's last name

Trustee Caudill moved:

“To Approve the Minutes of the Executive Session Meeting October 5, 2020 with name correction.”

Trustee Stamoolis 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):

7. TRUSTEE REPORTS/COMMENTS

None

8. TREASURER'S REPORT

A. September 2020

Trustee Hurst moved:

“To Defer the Approval of the September 2020 Treasurer's Report until the November 17, 2020 Regular Board Meeting.”

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):

9. CORRESPONDENCE AND COMMUNICATIONS

None

10. EXECUTIVE DIRECTOR'S REPORT

A. September 2020

Interim Executive Director Christianson reviewed the reports and also highlighted the following items:

- The Library held a successful Shredding and Recycling Event. It collected almost 8000 pounds of shredding materials and more than 3600 pounds of recycling. The Library collected food donations for the food pantry at St. Francis as well. The cost

of this event has gone up, however, so will look into options for partnering for the next one to keep the cost down.

- Reminded the Board that the Library is a polling location and the building will close at 5 p.m, November 2nd and be closed all day November 3rd.
- Informed the Board that due to the 7 day materials quarantine, circulation has increased the number of days before a patron account is blocked from 14 to 21 days. This change is temporary.
- Recognized the recently received Dementia Friendly Library certification and work of Outreach's Memory Café.

B. Action Plan

Interim Executive Director Christianson discussed the circulation sorter. It is aging, depreciated, and the ongoing maintenance agreement is becoming increasingly expensive. Efforts will begin to identify replacement technology. This project would span two fiscal years. It is suggested that this item be a component of a long range technology plan

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: Reminder that the next meeting is November 9th at 6 p.m.

G. Executive Direct Search Committee: No Report

12. SPECIAL COMMITTEE REPORTS

13. UNFINISHED BUSINESS

14. NEW BUSINESS

C. Resolution Determining Amount of Money To Be Raised By Taxation for 2021-2022 Fiscal Year

Trustee Blank moved:

“To Approve Resolution NO. 20-10-01, A Resolution Determining Amount Of Money Estimated To Be Necessary To Be Raised By Taxation For 2021/2022Fiscal Year.”

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

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

NAYS (1): Hurst

ABSENT (0):

D. Semi-Annual Review of all Executive Session Minutes

Trustee Blank moved:

“THAT ALL THE CLOSED EXECUTIVE SESSION MINUTES REMAIN CLOSED.”

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):

Trustee Steker moved:

“WITH THE PROPERLY MEMORIALIZED RECORDINGS AND THE MINUTES PREVIOUSLY APPROVED BY THE BOARD THAT WE MOVE TO DELETE THE VERBATIM RECORDINGS OF THE FOLLOWING MEETINGS: 9/19/17, 11/21/17, 3/20/18, 06/20/2017, 04/17/2018, 09/18/2018, 09/18/2018, 10/09/2018, 10/16/2018, 10/16/2018, 11/20/2018, 02/19/2019.

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

AYES (6): Blank, Caudill, Corzine, Stamoolis, Stanonik, Steker,
ABSENT (0):
ABSTAIN (1): Hurst

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

No information is published at this time but should be released soon. The deadline was moved from January to March

F. Discussion of Interlibrary Loan Policy

Trustee Caudill moved:

“To Approve the Interlibrary Loan Policy with a Reviewed and Revised Date of October 2020.”

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):

G. Discussion of COVID-19 Response Plan

Interim Executive Director gave an update from the Lake County Department of Health. Lake County suggested schools K-12 move to full remote. The Library should not need to close at this time provided we continue current COVID protocols.

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)

At 8:40 p.m., Trustee Stamoolis moved:

“To Go into Executive Session for The Discussion Of Personnel Matters 5ILCS 120/2(c)(1).”

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):

At 9:28 p.m., the Board returned to open session. President Corzine called the open session to order.

The following Trustees were present in person: Corzine

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

Absent:

Staff present in person: Interim Executive Director Christianson, M. Creel

Staff present via Zoom: D. Bryzelak, C. Pedersen

Guest present via Zoom:

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 9:29 p.m. Trustee Blank 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 November 17, 2020



Eric Corzine, President