

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
June 11, 2020**

*This meeting is being held in accordance with State of Illinois Executive Order 2020-07 Section 6.*

**A. Call to Order:**

President Fanselow called the meeting to order at 7:07 p.m.

**B. Pledge of Allegiance**

President Fanselow appointed Assistant Director Williams as Acting Secretary.

**C. Roll Call:**

Present: Diana Caffero, Audrey Fanselow, Earl Gilpin, Karen Lima,  
Diane Morioka, Daniel Sliwicki, and Jennifer Yarnell\*

Also Present: Terri Sheridan, Village Trustee-Library Liaison (remotely via Zoom),  
Tina J. Setzer, Library Director, Laura Williams, Assistant Director (remotely via Zoom)

A quorum was present.

**D. Approval of Minutes from Previous Meeting**

**1. Minutes from the Regular Meeting of May 14, 2020**

A MOTION was made by Diana Caffero and seconded by Earl Gilpin to approve the Regular minutes from May 14, 2020. Motion carried unanimously.

**E. Guest and Public Commentary**

None

**F. Financial Report**

**1. Treasurer's Report June 2020**

A MOTION was made by Diane Morioka and seconded by Karen Lima to approve the Treasurer's Report for June 2020 for checks #30314 through #30357 totaling \$62,176.74 from the General Revenue Fund. Motion carried unanimously.

Secretary Yarnell entered the meeting at 7:20 p.m.

**G. Librarians Report**

**1. May 2020 Report**

A MOTION was made by Diana Caffero and seconded by Diane Morioka to approve the May 2020 Librarians Report. Motion carried unanimously.

Director Setzer and Assistant Director Williams provided an update on virtual programming created during the library building closure to the public. Mayor Caiafa, Fire Chief Chiodo, Deputy Chief DeSimone, and Village Trustee Klug read and recorded stories for virtual programming.

## **H. Committee Reports**

1. Budget and Finance (Morioka, Caffero)
2. Planning and Policy (Caffero, Sliwicki)
3. Communications (Gilpin, Yarnell)
4. Wish List (Gilpin, Morioka)
5. Building and Renovation (Yarnell, Morioka)

## **I. Old Business**

1. Renovation Project Update

Director Setzer stated the remaining items to be complete for the renovation project are as follows: installation of the Children's World shelving and door handles for the Computer Lab and Meeting Room.

2. Reopening Update

Curbside Pickup Service and Take and Make KITS will begin on Tuesday, June 16. The Virtual Summer Reading Program will kick off on Monday, June 15.

## **J. Executive Session**

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to enter into Executive Session at 7:28 p.m. Motion carried unanimously.

### **Roll Call:**

Present: Diana Caffero, Audrey Fanselow, Earl Gilpin, Karen Lima, Diane Morioka, Daniel Sliwicki, Jennifer Yarnell

Also Present: Terri Sheridan, Village Trustee-Library Liaison (remotely via Zoom), Tina J. Setzer, Library Director, Laura Williams, Assistant Director (remotely via Zoom)

Secretary Yarnell left the meeting at 8:00 p.m.

## **K. New Business**

1. Fines Free

A MOTION was made by Diane Morioka and seconded by Karen Lima to approve the Library going Fines Free and to include an addendum for clarification of the Fines Free guidelines. Motion carried unanimously.

2. Village Requirement for Sexual Harassment Training

The Village of Schiller Park provided a Sexual Harassment Training approved to meet the requirements of the State of Illinois mandate for the sexual harassment training of municipality employees, employees with an employment contract, and elected/appointed officials of a part-time or full-time status. All Schiller Park Public Library employees have completed the training. Library Trustees can complete the training and submit the certificate of completion to the Village.

**L. Communications**

**1. Per Capita Grant Award Letter**

The Library received a FY2020 Illinois Public Library Per Capita Grant in the amount of \$14,741.25.

**M. Trustee Comments - Non Agenda Items**

None

**N. Adjournment**

A MOTION was made by Diane Morioka and seconded by Diana Caffero to adjourn the meeting at 8:10 p.m. Motion carried unanimously.

The next Board Meeting will be July 30, 2020 at 7:00 p.m.

Respectfully submitted,

*Laura Williams*

Assistant Director