

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
July 30, 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 via Zoom at 7:06 p.m.

B. Pledge of Allegiance

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, Tina J. Setzer, Library Director

Absent: Assistant Director, Laura Williams

A quorum was present.

D. Approval of Minutes from Previous Meeting

1. Minutes from the Regular Meeting of June 11, 2020

A MOTION was made by Diane Morioka and seconded by Karen Lima to approve the Regular minutes from June 11, 2020. Motion carried unanimously.

2. Minutes from Executive Session Meeting of June 11, 2020

President Fanselow tabled the approval of the Executive Session minutes from June 11, 2020.

E. Guest and Public Commentary

None

F. Financial Report

1. Treasurer's Report July 2020

A MOTION was made by Earl Gilpin and seconded by Diana Caffero to approve the Treasurer's Report for July 2020 for checks #30358 through #30407 totaling \$106,325.70 from the General Revenue Fund. Motion carried unanimously.

G. Librarians Report

1. June 2020 Report

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to approve the June 2020 Librarians Report. Motion carried unanimously.

Director Setzer announced the Summer Reading Program will conclude this month and had lower participation compared to previous years.

2. Illinois Public Library Annual Report

Director Setzer explained the purpose of filing the IPLAR.

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

The renovation project was complete on June 30, 2020. The Village will highlight the renovation in the next Village newsletter. The library hosted a Village Department Head meeting in the new meeting room.

2. Reopening Update

Express Services began on Monday, July 13. Patrons can: obtain library cards; checkout items, and use the computers for a limit of one hour daily while maintaining social distance. Maximum capacity is 50 patrons.

3. Village Events Report

There are no plans for the Village Annual Car show or any community event to take place this autumn at this time. Schiller Park Fire Chief Pete Chiodo announced his retirement.

J. Executive Session

None

K. New Business

1. Action of Closed Session Minutes

President Fanselow tabled the review of the closed session minutes.

2. 2021 Holidays

A MOTION was made by Karen Lima and seconded by Diane Morioka to approve the 2021 Holidays as presented. Motion carried unanimously.

3. 2021 Board Meetings

A MOTION was made by Earl Gilpin and seconded by Daniel Sliwicki to approve the 2021 Board Meeting schedule as presented. Motion carried unanimously.

4. Disposal List for July 30, 2020

A MOTION was made by Diane Morioka and seconded by Daniel Sliwicki to approve the Disposal List for July 30, 2020 as presented. Motion carried unanimously.

L. Communications

1. Director Setzer Retirement Letter
2. Annual Appraisal

M. Trustee Comments - Non Agenda Items

Library Trustee Sliwicki reported District 81 offered the Historical Commission a space at Washington Elementary School. Architects took measurements of the Historical Commission's current space to accommodate the collection. The new space has not finalized and the soonest the move would be complete is January 2021. The Historical Commission met with Director Setzer to discuss having a display case at the library.

N. Adjournment

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to adjourn the meeting at 7:45 p.m. Motion carried unanimously.

O. The next Board Meeting will be August 27, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary