

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
AUGUST 27, 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 7:08 p.m.

B. Pledge of Allegiance

C. Roll Call:

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

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

Absent: Diana Caffero

A quorum was present.

D. Approval of Minutes from Previous Meeting

1. Minutes from Regular Meeting of July 30, 2020

A MOTION was made by Diane Morioka and seconded by Daniel Sliwicki to approve the minutes from July 30, 2020. Motion carried unanimously.

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

A MOTION was made by Earl Gilpin and seconded by Daniel Sliwicki to approve the Executive Session minutes from June 11, 2020. Motion carried unanimously.

E. Guest and Public Commentary

None

F. Financial Report

1. Treasurer's Report August 2020

A MOTION was made by Diane Morioka and seconded by Karen Lima to approve the Treasurer's Report for August 2020 for checks #30408 through #30447 totaling \$86,378.23 from the General Revenue Fund. Motion carried unanimously.

The library audit took place in July and is now complete.

G. Librarians Report

1. July 2020 Report

A MOTION was made by Karen Lima and seconded by Jennifer Yarnell to approve the August 2020 Librarians Report. Motion carried unanimously.

Director Setzer stated Vice President Caffero made the suggestion to reach out to School District 81 to inform the community of library services offered. Programs Director Lukis created a Google Slides presentation which will be shared with the schools and presented at the September 2020 Library Board meeting.

Assistant Director Williams stated the library is working with SWAN Library Services to update the system to go Fine Free. The process will be complete in September and promoted in conjunction with Library Card Sign Up month.

H. Committee Reports

I. Old Business

J. Executive Session to conduct Review of Closed Session Minutes

A MOTION was made by Karen Lima and seconded by Earl Gilpin to enter into Executive Session at 7:18 p.m. Motion carried unanimously.

Roll Call:

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

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

Absent: Diana Caffero

A quorum was present.

K. New Business

1. Action of Closed Session Minutes

A MOTION was made by Diane Morioka and seconded by Karen Lima to keep the minutes of the Executive Session of the Schiller Park Public Library Board from January 2020 - July 2020 remained closed to the public. Motion carried unanimously.

2. Illinois State Library Grant Opportunities

The Illinois State Library announced the Back to Books, Digital Network Access, and PPE grants available for Illinois Libraries. The library will apply for the Back to Books grant which will focus on expanding the libraries ability to assist with e-learning and the PPE grant to cover supplies due to the COVID-19 pandemic.

L. Communications

1. Library Stabilization Fund Act

2. ILA Conference

The ILA conference will take place virtually October 20-22. Attendees will have the opportunity to visit exhibits in a virtual marketplace and attend conferences. Library Administration will attend the virtual conference and Library Trustees interested in attending can notify Assistant Director Williams prior to September 21.

3. Ryan Nilsson Letter

Library patron Ryan Nilsson submitted a letter of appreciation to Information Services Director Elgin and Programs Director Lukis.

M. Trustee Comments - Non Agenda Items

Director Setzer discussed the replacement of the library's air conditioning as the current unit is original to the building and is at times inoperative. A quote was requested from the Library's HVAC vendor, General Mechanical.

Village of Schiller Park Fire Chief Pete Chiodo retired and his last day will be September 1.

Director of Parks and Recreation John Bealer will be leaving the Schiller Park Recreation Department and his last day will be September 2.

M. Adjournment

A MOTION was made by Jennifer Yarnell and seconded by Daniel Sliwicki to adjourn the meeting at 7:35p.m. Motion carried unanimously.

The next Board Meeting will be September 24, 2020 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary