

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
January 28, 2021**

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 7:02 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,
Laura Williams, Assistant Director via Zoom

A quorum was present.

D. Approval of Minutes from Previous Meeting

1. Minutes from Executive Session Meeting December 10, 2020

A MOTION was made by Diana Morioka and seconded by Karen Lima to approve the minutes from December 10, 2020. Motion carried unanimously.

E. Guest and Public Commentary

Rosa Jos, Village Clerk

F. Financial Report

1. Treasurer's Report January 2021

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve the Treasurer's Report for January 2021 for checks #30560 through #30590 totaling \$79,419.86 from the General Revenue Fund. Motion carried unanimously.

G. Librarians report

1. Librarian's Report November 2020

A MOTION was made by Diane Morioka and seconded by Jennifer Yarnell to approve the Librarian's Report for November 2020. Motion carried unanimously.

2. Librarian's Report December 2020

A MOTION was made by Earl Gilpin and seconded by Karen Lima to approve the Librarian's Report for December 2020. Motion carried unanimously.

3. Annual Certification

Director Setzer and Assistant Director Williams will review the annual certification for system membership available beginning February 15.

H. Committee Reports

1. Planning and Policy

a. Policy Review Schedule

A schedule of policies to be reviewed was distributed.

The Wish List Committee will meet February 2021 prior to the Library Board meeting.

I. Old Business

1. The Notice to Contractors for the HVAC improvements was placed in the Chicago Sun-Times and on the library's website. The bids are due on February 10, 2021 at 11:00 a.m. Village Engineer, James Goumas will be onsite at the library to conduct the public bid opening on February 10, 2021.

2. Library Services Status

Assistant Director Williams provided an update of new and continuing library services offered to the community while the building is closed. Library Administration continues to monitor the ever-changing conditions.

J. Executive Session

None

K. New Business

1. Village Easter Event

Village Trustee, Terri Sheridan met with the Recreation Board and the members volunteered to assist with the Easter event which will take place on Saturday, April 3. Library Trustee Yarnell volunteered to be on the planning committee for the event.

2. 2021 ALA Conference

Details regarding the format of the 2021 ALA Conference have not been released.

L. Communications

1. PPE for Illinois Public Libraries Grant Award Letter

The library was awarded the grant in the amount of \$500.00

2. Village Data Breach Information

The Village sent out a letter to all Village employees regarding the data breach information.

3. ILA Library Legislative Virtual Meetup

The annual ILA Library Legislative Virtual Meetup will take place virtually this year.

4. COVID-19 Vaccination Phase 1b

Public librarians are not specified as eligible in phase 1b. ILA advised library administration to reach out to their county health departments recommending the inclusion of library staff.

M. Adjournment

A MOTION was made by Jennifer Yarnell and seconded by Karen Lima to adjourn the meeting at 7:39. Motion carried unanimously

N. The next Board Meeting will be February 25, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary