

MEETING MINUTES
HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Board Meeting, June 16, 2021
7:00 P.M.

Call to order

President River called the meeting to order at 7 pm. **Present:** Trustees River, Ward, Martin, Gildart, Nowak, Library Director Waltman and Assistant Director Campos. **Absent:** Trustees Harris and Lopez.

*as a side note, this meeting took place in person and was the first in person meeting since February of 2020.

Introduction of Guests

There were no guests present.

Public Comments to be read

There was no public comment.

Comment Sheets

There were several comment sheets; all were complimentary.

CONSENT AGENDA (Action with Roll Call Vote)

Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, May 19, 2021

Acceptance of the Financial Reports of May, 2021

- Approval of the General Fund Check Registers dated May 27, 2021 and June 9, 2021
- Acceptance of the Bills Payable Report in the amount of \$178,168.90
- Payroll, IMRF and FICA payments May 2021
- Balance sheet as of May, 2021
- FY 2020-21 YTD Actual vs. Budget

Acceptance of the May, 2021 Statistical Reports

Trustee Nowak motioned to approve the consent agenda and Trustee Ward seconded. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**

Old Business

- FY 2021 Budget (action)

Director Waltman pointed out just a few changes that had been made to the working budget shared at the meeting the previous month.

Trustee Ward motioned to approve the working budget as presented and Trustee Nowak seconded. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**

New Business

- Consideration of current COVID restrictions including: Beginning July 1- removing the ticketing system and the daily time limit per person and announcement to that effect, asking staff choosing to not wear masks to provide proof of vaccination, adding seating (2 chairs per table), removing the water fountain restrictions, and opening the bathrooms fully, removing the mask mandate but encouraging masks and social distancing. And keeping all staff safety measures in place including plastic barriers, masking, sanitizing materials and protocols. Consider recent CDC and Cook County Department of Public Health information releases in relation to COVID and act accordingly as safety allows. (action)

Trustee River motioned and Trustee Martin seconded approval of the above changes to library guidelines, as well as requiring masks in youth/children's areas of the library. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**

CLOSED SESSION

- Executive Session for the purposes of discussing "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body" (5 ILCS 120/2(c)(1)).
- Non-union staff raise recommendations

The Board chose **not** to go into Executive Session at this time. The Board also agreed to table the discussion until further information is received from the union regarding the contract renewal proposal, the meeting for which, was scheduled to have taken place originally June 9th, but, because of union representation conflicts had to be rescheduled to June 29th. As of the date of this Board meeting no contract proposal had been received so tabling the non-union staff raise recommendations seemed prudent.

- Ordinance 2021-01 Annual Meetings

Trustee River motioned to approve Ordinance 2021-01 as presented and Trustee Gildart seconded. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**

- Ordinance 2021-02 Non-resident Fee

There was some discussion about what, if any, unincorporated areas are affected by this ordinance. Director Waltman said she would get the details from the manager of circulation. Additionally, there was some discussion regarding the fee calculation for the tax bill method. Trustee River found the statute and shared it.

Trustee River motioned to approve Ordinance 2021-02 as presented and Trustee Ward seconded. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**

- Strategic Plan planning

Director Waltman shared with the Board her interest in moving toward creating a new strategic plan that would incorporate staff, Board and community feedback. She also shared several books regarding strategic planning obtained for use throughout the process. The Board agreed to move in this direction and the process will evolve as we move through it.

Director's Report

- ILLINET/OCLC Contract
- Collection HQ
- Wellness Screening
- SWAN
- E-mail migration
- Contract planning
- Summer Reading video

Board Committee Reports

- Facility
- Finance
- Personnel
- Policy

Adjournment

Trustee River motioned and Trustee Nowak seconded to adjourn the meeting at 8:19 pm. **Ayes:** River, Nowak, Gildart, Martin, Ward. **Nays:** None. **Motion carried.**