

**MEETING MINUTES  
HOMEWOOD PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, April 21, 2021  
7:00 P.M.**

Due to continued concerns related to the transmission of COVID-19 and the determination that meeting in person in any library space at this time would not be considered practical or prudent this meeting was conducted electronically in full compliance with the Open Meetings Act.

Members of the public wishing to share public comment were urged to send their public comments via e-mail to [hplhelp@homewoodlibrary.org](mailto:hplhelp@homewoodlibrary.org) to be read aloud during the meeting.

Members of the public wishing to join in the meeting could have done so as follows: Dial (1 312 626 6799) and enter meeting ID: 843 7814 3105 or join via zoom:

<https://us02web.zoom.us/j/84378143105?pwd=TDMvZkRaUzFpWGthL2lXSEznaXVJZz09>

Meeting ID: 843 7814 3105

Passcode: 749549

### **Call to order**

President River called the meeting to order at 7:01 pm. **Present:** Trustees Ward, River, Nowak, Martin, Gildart, Bouchie and Harris. Also present were Library Director Waltman and Assistant Director Campos.

### **Introduction of Guests**

There were no guests in attendance. Director Waltman drew the attention of the Board to the position overview submitted by staff member Angela Messaglia. Several Trustees had positive comments regarding the information. Staff member Mary Wegrzyn will share her position overview at next month's meeting.

### **Public Comments to be read**

There were no comments to be read.

### **Comment Sheets**

There were 5 public comment sheets. Director Waltman shared them with the Board. Almost all were positive with one complaint about the computer time being 45 minutes, asking for it to be changed to one hour. There was a bit of discussion regarding this request but it was agreed the number of changes to settings, procedures, etc., not to mention public information about something most patrons have gotten used to, would not be worth the minimal additional time, at least at this time.

## **CONSENT AGENDA (Action with Roll Call Vote)**

### Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, March 17, 2021
- Approval of the minutes of the Special Board Meeting, April 7, 2021
- Approval of the minutes of the Nominating Committee Meeting, April 14, 2021
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### Acceptance of the Financial Reports of March, 2021

- Approval of the General Fund Check Registers dated March 17, 2021, March 31, 2021 and April 14, 2021
- Acceptance of the Bills Payable Report in the amount of \$235,445.25
- Payroll, IMRF and FICA payments March 2021
- Balance sheet as of March, 2021
- FY 2020-21 YTD Actual vs. Budget

### Acceptance of the March, 2021 Statistical Reports

Trustee Nowak motioned to accept the Consent Agenda with the recommended corrections to the minutes as discussed and Trustee Gildart seconded. **Roll call vote:** **Ayes:** Ward, River, Nowak, Martin, Gildart, Bouchie and Harris **Nays:** None: Motion carried.

## **Old Business**

- Trustee Bylaws (action)

There was discussion of the language as presented and suggestions and revisions were made. It was agreed it will be discussed again at the next meeting.

## **New Business**

- Nominating Committee recommendation  
President – River  
Vice-President – Martin  
Treasurer – Nowak  
Secretary - Gildart

The above slate will be recommended at the May meeting. Trustee River pointed out that per the Trustee Bylaws a unanimous vote is needed for individuals running for offices for more than two terms. In this case, President and Treasurer. There was no additional discussion or objection voiced to the recommended slate of candidates.

## **Director's Report**

- Building

- Spring Fling plans
- Wellness Screening
- Health Insurance rates 2021
- Gradual traffic increase
- Age Options update

Director Waltman mentioned that SEI's were to be completed by May 1. Trustee Nowak mentioned he had not received the SEI e-mail and Director Waltman would follow-up with him. There was some discussion of the "Spring Fling" plans. Director Waltman mentioned that a preliminary budget for 2021-2022 will be presented at next month's Board meeting.

### **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

### **Adjournment**

Trustee River motioned and Trustee Nowak seconded to adjourn the meeting at 7:45 pm. **Roll call vote: Ayes:** Ward, River, Nowak, Martin, Gildart, Bouchie and Harris **Nays:** None: Motion carried.