

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

Call to order

President River called the meeting to order at 7:00 pm. Present: Trustees Gildart, Nowak, Martin and River and Director Waltman. Absent: Trustees Harris, Lopez and Ward. Also present HF Chronicle intern reporter Nick Ulanowski.

Introduction of Guests

Nick Ulanowski introduced himself as a reporter from the HF Chronicle.

Public Comments to be read

There were not public comments to be read.

Comment Sheets

There were three comment sheets. One of them was complimentary to the staff. The other two appeared to be in the same handwriting and indicated that the anonymous commenter would like computer time to be longer than 45 minutes. There was some discussion of this. Based on input from the staff given to the Library Director and shared with the Trustees this topic will not be pursued further at this time.

CONSENT AGENDA (Action with Roll Call Vote)

Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, June 16, 2021

Acceptance of the Financial Reports of June, 2021

- Approval of the General Fund Check Registers dated June 23, 2021 and July 7, 2021
- Acceptance of the Bills Payable Report in the amount of \$153,098.34
- Payroll, IMRF and FICA payments June 2021
- Balance sheet as of June, 2021
- FY 2020-21 YTD Actual vs. Budget

Acceptance of the June, 2021 Statistical Reports

Trustee River motioned and Trustee Martin seconded to approve the Consent Agenda.

Ayes: Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

Old Business

- Consideration of adding more services post-COVID, including opening the FORT 3 days/week with teens expected to wear masks, and discussion of plans for offering children's services/space (action)

There was discussion of reopening some things in the YS area as safety allows nearer to the first week or so in September, to be discussed again at the September meeting.

Trustee River motioned and Trustee Gildart seconded to approve opening the FORT as outlined 3 evenings/week. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

New Business

- Pursuant to 5 ILCS 120/2 (c) (1) 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"
- Pursuant to 5 ILCS 120/2 (c)(2) to discuss collective bargaining matters
- Pursuant to 5 ILCS 120/2.06 (d) semi-annual review of closed session minutes

Trustee River motioned to go into closed session at 7:15 pm and Trustee Nowak seconded. **All present voted aye. Motion carried.**

Trustee Nowak motioned to move back into open session at 8:20 pm and Trustee River seconded. **All present voted aye. Motion carried.**

- Non-union staff raise recommendations (action)

Trustee River motioned and Trustee Gildart seconded to approve 2% raises for non-union staff and a move to \$12/hour for pages in January 2022, to comply with minimum wage. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

- Collective bargaining matters (action)

There was no action item. The Board instructed Director Waltman to communicate with Attorney Tom Melody regarding the upcoming negotiation meeting.

- Closed session minutes – semi-annual review (action)

Trustee River motioned and trustee Martin seconded releasing the previously closed session minutes from 4/18/2018 and 6/17/2020. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

- Updated Organizational Chart/Department Managers recommendation (action)

Director Waltman explained the recently reorganized HPL Organization Chart and the benefits overall of this new breakdown of departments and staffing, including appointing two current staff members as co-managers of the newly formed Youth Services Department, and hiring a manager for the newly formed Adult Services department.

Trustee River motioned and Trustee Gildart seconded to approve the formation of the Youth and Adult Services Department with co-managers for the Youth Department as outlined, and hire an Adult Services Department Head. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

- Ordinance 2021-03 Additional Tax (action)

The additional .02 tax for building maintenance and related building needs was presented.

Trustee River motioned and Trustee Martin seconded the approval of Ordinance 2021-03, the Building and Maintenance Tax, as presented. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**

Director's Report

- B & A prep, public hearing, publishing of public hearing, etc.
- SWAN updates, databases added
- Staffing information
- Audit process starting
- IPLAR started
- Web page updates (board photos?)
- Building issues and possible energy efficiencies
- Union contract

Also mentioned the per capita grant award letter noted in the board packet.

Board Committee Reports

None

Adjournment

Trustee River motioned and Trustee Martin seconded to adjourn the meeting at 8:39 pm. **Ayes:** Trustees Gildart, Nowak, Martin and River. **Nays:** None. **Motion carried.**