

**MEETING MINUTES
HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Board Meeting, September 15, 2021
7:00 P.M.**

Call to order

President River called the meeting to order at 7:01 pm. Present were Trustees Martin, River, Gildart, Nowak, and Ward and Director Waltman (Trustee Harris joined at 7:16 pm).

Introduction of Guests

Homewood resident and Trustee applicant Catherine Uecker introduced herself.

Public Comments

There was no public comment

Comment Sheets

There were no comment sheets

CONSENT AGENDA (Action with Roll Call Vote)

Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, August 18, 2021
- Approval of the minutes of the closed session meeting, August 18, 2021

Acceptance of the Financial Reports of August, 2021

- Approval of the General Fund Check Registers dated August 17, 2021 and September 1, 2021
- Acceptance of the Bills Payable Report in the amount of \$151,487.07
- Payroll, IMRF and FICA payments August 2021
- Balance sheet as of August, 2021
- FY 2020-21 YTD Actual vs. Budget

Acceptance of the August, 2021 Statistical Reports

Trustee River motioned and Trustee Nowak seconded to approve the consent agenda as presented. **Roll call vote- Ayes:** Martin, River, Gildart, Nowak, and Ward. **Nays:** None. Motion carried.

Old Business

- Ordinance 2021-04 Ordinance Providing for Budget and Appropriations of Homewood Public Library District, Cook County, Illinois for the Fiscal Year Beginning July1, 2021 and Ending June 30, 2022 (action)

Trustee Ward motioned and Trustee Gildart seconded approving Ordinance 2021-04 Ordinance Providing for Budget and Appropriations of Homewood Public Library District, Cook County, Illinois for the Fiscal Year Beginning July1, 2021 and Ending June 30, 2022 as presented. Roll call vote: **Ayes:** Martin, River, Gildart, Nowak, and Ward. **Nays:** None. Motion carried.

- Trustee appointment and swearing in (action)

Trustee River motioned and Trustee Ward seconded the appointment of Catherine Uecker to the Homewood Public Library Board of Trustees. **Ayes:** Martin, River, Gildart, Nowak, and Ward. **Nays:** None. Motion carried.

Secretary Gildart proceeded to perform the duty of swearing in Trustee Uecker.

- COVID protocols for vaccinated/unvaccinated staff (action)

There was considerable discussion about the various approaches and options for implementing some kind of mandatory vaccine protocol for HPL staff. The Board was all in agreement that this should be pursued and directed Director Waltman to reach out to attorney Tom Melody as to how to proceed as related to union communications. Additionally, the board discussed various incentives for staff to encourage vaccinations and directed Director Waltman to communicate the incentives and time off reminder to staff.

Trustee Martin motioned and Trustee Nowak seconded approving four \$50 raffles for all vaccinated staff who have submitted proof of vaccination and the directive for Director Waltman to coordinate a possible vaccine mandate with the library attorney and the union, which would include future hires as well as current staff. **Ayes:** Martin, River, Gildart, Nowak, Harris, Uecker and Ward. **Nays:** None. Motion carried.

New Business

- Levy discussion (action)

There was no action. Director Waltman indicated a levy increase of .03 may be prudent. It will be presented at the next meeting.

Other:

- Fall Fest (action)

Director Waltman shared some of the activities being considered for a "Fall Fest" for staff the week of October 11-16, similar to the successful "Spring Fling" earlier in the year, but less costly.

Trustee Ward motioned and Trustee Nowak seconded to approve spending up to (or slightly more than) \$300 for a staff "Fall Fest". **Ayes:** Martin, River, Gildart, Nowak, Harris, Uecker and Ward. **Nays:** None. Motion carried.

- December 3rd closure for In Service (action)

Director Waltman shared the plan for in service that would include a presentation in the morning, followed by lunch and other activities in the afternoon. Closing the library would be necessary so staff could spread out throughout the building for this activity.

Trustee Ward motioned and Trustee Martin seconded closing for a staff in-service day Friday, December 3rd. **Ayes:** Martin, River, Gildart, Nowak, Harris, Uecker and Ward. **Nays:** None. Motion carried.

CLOSED SESSION

- 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

The Board did not go into closed session.

- Collective bargaining matters (action)

There was no action. After reviewing the relevant documents the Board did express interest in where the comparable data might be coming from, which conflicts with data gathered by library administration.

Director's Report

- B & A prep, public hearing, publishing of public hearing, etc.
- Levy preparation
- Staffing information
- Parking lot upgrades – resurfacing and lighting
- Library of Things Items
- Union contract

Trustee Harris announced he would be stepping down from his role on the ILA Trustee Forum as well as his role as RAILS Trustee.

Trustee Ward mentioned that she and her husband can help with the library grounds keeping in the front area of the library next year.

Board Committee Reports

- Facility
- Finance
- Personnel
- Policy

Adjournment

Trustee River motioned to adjourn the meeting at 8:22 pm and Trustee Nowak seconded. **Ayes:** Martin, River, Gildart, Nowak, Harris, Uecker and Ward. **Nays:** None. Motion carried. Meeting adjourned.