

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
500 W. Irving Park Road
Itasca, Illinois
July 20, 2021

ROLL CALL

Secretary Laughlin called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

Present:

Vice-President, Paul J. Nelson, Treasurer, Michael Golden, Secretary, Sharon Laughlin
Members: Anne O. Boehne, Olia Mladenova, Patricia Schumacher

Also Present: Gail Herff, Business Manager

Absent: President, Maxine Swanson

PUBLIC COMMENT: Mrs. Mary Dycus

SECRETARY'S REPORT

1. Approval of the Minutes from June 15, 2021

Mr. Golden made and Mrs. Boehne seconded a motion to approve the minutes from the Tuesday, June 15, 2021 meeting, as presented.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

FINANCIAL REPORT

1. Approval of Bills Payable

Mr. Golden made and Mrs. Laughlin seconded a motion to approve the Bills Payable in the amount of \$ 32,748.02.

Mr. Golden asked what TBS does for the library. They provide us with the coin towers for patron printing and copying. Part of the fee we pay includes maintenance.

The motion carried on the following:

Roll Call Vote: Ayes: 6 Nays: 0 Motion Passed

**Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Patricia Schumacher
Mrs. Maxine Swanson (absent)**

2. Treasurer's Report:

None

Vice President's Report:

Mr. Nelson attended the Trustee Day training that Frank recommended. He shared information with members about voting on minutes, public comment, texts or calls during a meeting, consent agenda, and closed session.

Library Director's Report:

- Reminder about the DuPage County Health Department vaccination van visiting the library tomorrow.
- Update on Employee Engagement Survey.
- Confirm that all trustees received the annual fraud letter from Sikich.
- Update on library director interview process.

OLD BUSINESS

Mrs. Boehne made and Mr. Golden seconded a motion to approve Succession Plan Policy.

Members discussed the use of proper grammar in the policy. It was decided to continue with how it has been done previously.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Laughlin made and Mr. Golden seconded a motion to approve the Reopening Plan.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

NEW BUSINESS

Mrs. Laughlin made and Mrs. Boehne seconded a motion to approve the General Mechanical Repair Invoice.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mr. Golden made and Mrs. Mladenova seconded a motion to approve the Proposal for Code Lock Installation.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Mladenova made and Mr. Golden seconded a motion to approve the Executive Session minutes for February 16, 2021, March 16, 2021, May 18, 2021, and June 15, 2021.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Mladenova made and Mrs. Laughlin seconded a motion to approve the making public of all the Executive Session minutes that have previously been confidential except August 15, 2017, July 16, 2019, August 20, 2019, September 17, 2019, January 21, 2020, March 17, 2020, August 18, 2020, September 15, 2020, May 18, 2021.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Mrs. Mladenova made and Mrs. Boehne seconded a motion to approve the destruction of the verbatim recordings for the August 27, 2019, September 3, 2019, September 5, 2019, September 10, 2019, September 11, 2019, September 16, 2019, September 17, 2019, September 23, 2019, September 26, 2019, September 30, 2019, October 1, 2019, October 10, 2019, October 15, 2019, and December 17, 2019, Executive Session minutes.

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

Members discussed dates for the next round of director interviews. Interviews will be scheduled for August 9, 11, 16, and 18 (if a 4th date is necessary). The final special meeting will be held the same week to determine who an offer will be extended to.

Mrs. Boehne requested additional information regarding the program scheduled for September 16th.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business before the Board, Mr. Golden made and Mrs. Laughlin seconded a motion to adjourn.

The motion carried on the following:

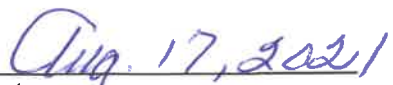
Voice Vote: Ayes: 6 Nays: 0 Motion Passed

The meeting adjourned at 8:06 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.


Sharon Laughlin, Secretary


Date