

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

**ROLL CALL**

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

**Present:**

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

**Also Present:** Frank Murray, Library Director; Gail Herff, Business Manager, Emily Foster, Patron Services Department Head

**Absent:** None

**AUDIENCE TO VISITORS:**

Due to COVID, the meeting was conducted via ZOOM.

President Swanson informed meeting participants that the meeting was being audio and video recorded via Zoom.

Roll Call was taken.

All motions must have Roll Call votes to be compliant with updated OMA guidelines.

Mrs. Boehne moved and Mr. Golden seconded a motion to move to Swearing in of Newly Elected Trustees under New Business.

The motion carried on the following:

<b>Roll Call Vote:</b>	<b>Ayes: 7</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
<b>Mrs. Anne Boehne</b>			
<b>Mr. Michael Golden</b>			
<b>Mrs. Sharon R. Laughlin</b>			
<b>Mrs. Olia Mladenova</b>			
<b>Mr. Paul J. Nelson</b>			
<b>Mrs. Patricia Schumacher</b>			
<b>Mrs. Maxine Swanson</b>			

Trustees Boehne, Laughlin, Mladenova and Schumacher were sworn in.

**SECRETARY'S REPORT**

**1. Approval of the Minutes from March 16, 2021**

Mrs. Boehne made and Mr. Golden seconded a motion to approve the minutes from the Tuesday, March 16, 2021 meeting, as presented.



## **Library Director's Report:**

- Frank informed the Board that Rachel Doose, Adult Services Librarian, has resigned to join the Lincolnwood Library. She will be focusing on programming in her new position. We will miss her weekly e-newsletter, the Knit Night program she started on Fridays, her book discussions and all of the other ways she supported our library. We will be posting the job on RAILS in the coming days.
- Jackie and her team will be working on providing Franzen School with a virtual tour of the library in May.
- Frank and Maxine attended a meeting at the Village to discuss development of the downtown area by Walnut and Irving Park roads. If anyone has any ideas, please let him know.
- We provided individually wrapped donuts for staff during National Library Week. Each department is also going to find a way to have lunch together to celebrate.
- Emily started weekly raffles for patrons that renewed or opened a new library card in April. A recent winner of the gift card is a patron that came in to pick up a Take & Make craft and renewed her card on a whim. She was very pleased that she won!
- Jackie, Carrie, and Frank discussed the situation with the Dr. Seuss books. We have decided to keep the books on the shelf. There are probably a lot of materials on our shelves that could be considered offensive to patrons. There is concern about removing these from the shelves and how we would handle a similar situation in the future. We will examine the procedures we have in place for collection development to make sure that everything is very clear.
- Mrs. Schumacher would like to work with other board members on recognizing our staff during National Library Week in the future.
- Mrs. Laughlin shared feedback regarding a patron that ordered her license sticker through the Secretary of State's office because she didn't want to pay the fee. After 30 days, she didn't have her sticker and her check still hadn't been cashed. She said she should have done it at the library!

## **OLD BUSINESS**

*None*

## **NEW BUSINESS**

Mr. Golden made and Mrs. Laughlin seconded a motion to approve the 2021-2022 Library Operating Budget.

Mr. Golden asked about the deficit amount reflected in the budget. Frank said that we budgeted \$215,000 for Capital Improvements. We are under budget without that budget line.

Mr. Golden inquired about the confidence level of getting all of our tax revenue for the upcoming year. The Village and our accountants are confident that we will get our funds. There are some concerns about the hotel industry, but that doesn't impact our revenue.

Mrs. Laughlin said she was very impressed with the transparency of the budget changes. She thanked Frank for providing the board with a summary of the changes prior to the meeting, so there was plenty of time to review them. Mrs. Boehne added that it was very helpful to have the notes in writing, so they could refer back to them if there was a need.





**Roll Call Vote:**

**Ayes: 7**

**Nays: 0**


**Motion Passed**

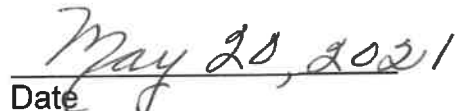
**Mrs. Anne Boehne  
Mr. Michael Golden  
Mrs. Sharon R. Laughlin  
Mrs. Olia Mladenova  
Mr. Paul J. Nelson  
Mrs. Patricia Schumacher  
Mrs. Maxine Swanson**

The meeting adjourned at 7:51 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.

  
Sharon Laughlin, Secretary

  
Date