

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
500 W. Irving Park Road
Itasca, Illinois
June 16, 2020

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, Kris Kauther (remote), Secretary, Sharon Laughlin (remote)
Members: Anne O. Boehne (remote), Michael Golden, Olia Mladenova (remote)

Also Present: Frank Murray, Library Director; Gail Herff, Business Manager

Absent: None

AUDIENCE TO VISITORS: Jackie Stork, Youth Services Department Head (remote)

Since many of the trustees were attending remotely, Mrs. Swanson asked them to identify themselves by name before they speak, so that everyone would know who was talking.

All motions must have Roll Call votes in order to be compliant with the updated meeting guidelines.

SECRETARY'S REPORT

1. Approval of the Minutes from May 19, 2020

Mrs. Laughlin made and Mrs. Mladenova seconded a motion to approve the minutes from the Tuesday, May 19, 2020 meeting, as presented.

The motion carried on the following:

Roll Call Vote:	Ayes: 7	Nays: 0	Motion Passed
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**Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson**

FINANCIAL REPORT

1. Approval of Bills Payable

Mrs. Kauther made and Mrs. Boehne seconded a motion to approve the Bills Payable in the amount of \$ 29,638.18.

The motion carried on the following:

Roll Call Vote:

Ayes: 7

Nays: 0

Motion Passed

**Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson**

2. Treasurer's Report:

None

President's Report:

- Mrs. Swanson is very excited about the Curbside Pickup stats. She loves the Home Delivery car magnets!
- She is anxious to find out how long we need to quarantine our materials.
- She is pleased to hear that Frank is attending the Director's University. Our former director, Betsy Adamowski, is one of the mentors.
- It's a good idea to partner with Roselle Library to get articles in the newspaper.
- She really loves to see the pictures of the children in the board reports. She's very impressed with how many signed up for Summer Reading.
- Mrs. Swanson encouraged the other board members to visit the library's YouTube channel, the website and our Facebook page. She loved the T-Rex Summer Reading video. It is so funny! She also really loved the videos that Jeff made. The one with the balloon was great. His facial expressions and the sounds he made with the balloon were priceless!

Jackie Stork, the Youth Services Department Head, provided an overview of the Summer Reading Program to the board. The program is all online this year. The theme is Dig Deeper. So far, there are 344 patrons signed up. There are some different activities, since the library is closed. They've set up some missions that patrons can complete to earn points, like accessing one of our new databases or ordering food from a restaurant in Itasca. They are working on getting prizes for the kids. The Adult department plans to purchase gift cards from local stores and restaurants for prizes to support the community.

Library Director's Report:

- Frank thanked Jackie for attending the meeting. He really loves our Summer Reading Program. Both the Youth and Adult departments did a lot of work on this and it shows. Jackie should get an Academy Award for the Summer Reading video. She wrote the script for it.
- Gail and I met with Bill and Tyler Fates to work on the Appropriation and Levy.
- Our Curbside Pickup and Home Delivery services are in their third week. We are still seeing about 350 items and 120 pickups weekly. Frank gave a shout out to the staff for all they have done to make this work. Everyone has gone over and above to provide these services to our patrons.
- Frank thanked Mrs. Kauther for purchasing several containers of wipes for the library.
- The Reopening Plan has been updated and will be reviewed with staff. We need to ensure that patrons follow our safety guidelines when they're in the building.
- We have a leak that we're working on having repaired. We've also had some repair work done on a couple of our HVAC units.
- The bollards are in stock and installation is supposed to take place early next week.

- The park district has asked the library to participate in a loop program with ComEd. They need to have 5 transformers to form the loop. This is done to minimize power outage duration. They will be providing us with additional information and estimated costs when they get them from ComEd.
- The school district is going to independently appeal Haymarket's tax-exempt status. The park district and library will not be involved in this process.
- Frank included information in the board packet about the materials we're putting together regarding social injustice.
- RAILS will be resuming services this month. He is unsure when SWAN will do the same. A vote will take place in the coming weeks.
- He is grateful for the opportunity to attend the Director's University. It doesn't require any extra work.
- It's great to have Fred, our new Facility Maintenance Technician. He is doing a great job getting things done in our building.
- The Adult Department has been hosting online English Conversation meetings. We are the only library offering this ESL service for patrons.
- The Youth Department has had 461 patrons attend their virtual programs, which is phenomenal. We are getting our money's worth out of our ZOOM subscription.

OLD BUSINESS

None

NEW BUSINESS

Mrs. Laughlin made and Mrs. Mladenova seconded a motion to approve the 2020 Appropriation & Levy.

The motion carried on the following:

Roll Call Vote:	Ayes: 7	Nays: 0	Motion Passed
Mrs. Anne Boehne			
Mr. Michael Golden			
Mrs. Kris L. Kauther			
Mrs. Sharon R. Laughlin			
Mrs. Olia Mladenova			
Mr. Paul J. Nelson			
Mrs. Maxine Swanson			

EXECUTIVE SESSION

None

ADJOURNMENT

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

The motion carried on the following:

Roll Call Vote:

Ayes: 7

Nays: 0

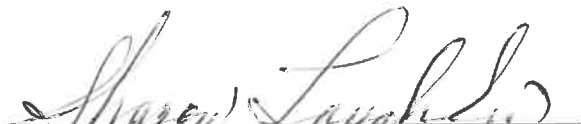
Motion Passed

**Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson**

The meeting adjourned at 7:33 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.


Sharon Laughlin, Secretary

Date July 22, 2020