

**MINUTES OF THE REGULAR MEETING
OF THE LIBRARY BOARD OF TRUSTEES
May 19, 2021**

1. CALL TO ORDER

President J. O'Meara called meeting to order at 7:03 p.m. in the Nichols Library Community Room.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Board Present: Debra Dunne (arrived 7:04 p.m.)
Anne Federlein
Nick Guo
Nancy Hayes
Nina Menis
Barbara O'Meara
Jeanine O'Meara
Ashfaq Syed

Board Absent: Nitin Vig

Staff Present: Dave Della Terza, Executive Director
Ellen Conlin, Deputy Director
Vanessa Alcorn, Human Resources Manager
Trente Arens, Marketing Manager
Charles Kapachinski, IT Manager
Jose Maldonado, 95th Street Library Manager
Jeff Scheuerman, Finance Manager
Scott Speidel, Facilities Manager
Yan Xu, Nichols Library Manager
Karen Toonen, Collection Services Manager

Others Present: Raymond Munch, City Budget Manager

4. RECOGNITION OF STUDENT TRUSTEES MEDHANI KALAL, JACOB SAUCIER, AND TAYLOR ZIEGLER

No student trustees were present, however the Board thanked them for their service.

5. CONSENT AGENDA

A. Approval of Minutes

1. April 21, 2021 – Regular Meeting

B. Approval of Expenditures

April, CY21

Handwritten Checks	\$ 0.00
Accounts Payable (4/14, 4/28)	\$ 289,152.72
Payroll (4/9, 4/23)	\$ 823,634.92
Other Payables	\$ 30,658.39
Acct. & Data Processing Charges	<u>\$ 18.61</u>
TOTAL	\$ 1,143,464.64

C. Financial Reports

1. Statement of Cash – April 2021
2. Statement of Revenue and Expense – April 2021

Motion made and seconded to approve the Consent Agenda.

ROLL CALL VOTE:

- **Aye:** Dunne, Federlein, Guo, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

6. COMMUNICATIONS AND PUBLIC FORUM

None

7. REPORTS

A. World Language Collection Report

Collection Services Manager Karen Toonen presented information and statistics regarding the Library's World Language Collection.

B. Director's Report-April

Della Terza updated the Board about changes to COVID-19 protocol in light of the recent state mandate updates. He informed the Board about resumption of some in person programming at the Library, as well as toys being made available in the Playspaces. Della Terza informed the Board of a reorganization of the Audio Visual collection at Nichols Library to improve browsability, as well as a change to the hotspot collection to better meet holds demand. He also shared information on ongoing community partnerships including Naperville Public Library being the feature story for an upcoming issue of Naperville Magazine. He showed historic tax rate data in comparison to the 2021 tax rate.

C. Monthly Statistics-March 2021

Monthly Statistics were accepted as presented.

8. OLD BUSINESS

None

9. NEW BUSINESS

A. Non-Resident Fee for June 1, 2021 – May 31, 2022

The Board reviewed a recommendation for the Non-Resident fee for Library Services. The Library has used the tax rate method since 1992, and it was recommended to continue this method.

Motion made and seconded to approve the Non-Resident Fee for June 1, 2021 – May 31, 2022.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Federlein, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

B. Reference Services Policy

A new policy was created to cover Reference Services, as suggested during the review of Serving Our Library 4.0.

Motion made and seconded to accept the Reference Services Policy as presented.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Federlein, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

C. Creation of Committees: Officer Nominating Committee, Branding Project, Foundation Project

The Board was asked to volunteer for three upcoming committee projects. Trustees Federlein and Menis agreed to serve on the Officer Nominating Committee. Trustee J. O'Meara agreed to serve on the Branding Project Committee. Trustees Syed and Menis agreed to serve on the Foundation Project Committee.

D. Additional Board Comments and Questions

None

10. CLOSED SESSION

Motion made and seconded to enter Closed Session at 7:46p.m. in accordance with the Illinois Open Meetings Act 2(c)(1) for the "appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body."

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Federlein, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

11. OPEN SESSION

Motion made and seconded to return to open session at 8:21 p.m.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Federlein, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

12. ADJOURNMENT

Motion made and seconded to adjourn the regular meeting at 8:22 p.m.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Federlein, Hayes, Menis, O'Meara, B., O'Meara, J., Syed
- **Absent:** Vig
- ✓ **MOTION DECLARED CARRIED.**

Submitted by,
Ellen Conlin
Deputy Director