

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
October 8, 2020**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on October 8, 2020. The meeting took place in Meeting Room A of the Library, however, to prevent the spread of the COVID-19 virus, there was also an online component. Social distancing was observed.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|-----------------|
| 1. Thomas Novinski | 2. Karen Voitik |
| 3. Vito Schultz | 4. Brad Stacy |
| 5. Bob Stahl | 6. Amy Chellino |

ABSENT: Phil Besler

STAFF PRESENT:

Jennie Mills, Director
Shalyn Rodriguez, Assistant Director

VISITORS PRESENT: Paul Mills

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

Bob Stahl moved that the minutes of the regular meeting on September 10, 2020 be approved. Amy Chellino seconded the motion and it was passed.

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

Cash on Hand Beginning of September 2020	\$485,130.00
Cash received during September 2020	480,918.22
Disbursements	<u>(86,827.13)</u>
Cash on Hand End of September 2020	\$879,221.09

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	8,392.07
Money Market Fund – Chase	520,810.69
Money Market Fund – Shorewood Bank & Trust	292,952.37
Payroll Account – Chase	28,765.96
BMO Harris CD	<u>28,000.00</u>
TOTAL	\$879,221.09

APPROVAL AND PAYMENT OF BILLS:

Bob Stahl moved that the bills presented for payment be approved. Karen Voitik seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
- b. Department Heads

OLD BUSINESS: NONE

NEW BUSINESS:

- a. Trustees approved the TITA notice for the Levy Hearing on November 12, 2020. Stahl motioned/Stacy seconded with all present voting yes.
- b. Trustees approved the Board meeting dates for 2021. Stacy motioned/Schultz seconded. It passed via voice vote.
- c. Trustees approved the Library closure dates for 2021. Stacy motioned/Stahl seconded. It passed via voice vote.
- d. Trustees authorized three 1-year floating holidays for 2021. Chellino motioned/Stacy seconded. It was passed via voice vote.
- e. Trustees approved closing the Library on November 3, 2020 for Election Day, while remaining a polling place. Stahl motioned/Schultz seconded. It was passed via voice vote.
- f. Trustees approved investing \$500,000 in CDs on a short-term rolling ladder of maturity dates. Stacy motioned/Voitik seconded with all present voting yes.
- g. Trustees reviewed Chapter 10 of Serving Our Public.
- h. Trustees reviewed Chapter 11 of Serving Our Public.
- i. Trustees reviewed Chapter 12 of Serving Our Public.
- j. Trustees agreed to set a date for the Board Retreat after the New Year.
- k. Trustees approved the Library Audit as presented by Brian Zabel and Associates. Stahl motioned/Voitik seconded with all present voting yes.

ADJOURNMENT TO EXECUTIVE SESSION FOR MATTERS RELATED TO PERSONNEL 5 ILCS 120/2(c)(1) AT 7:34 p.m.

Stahl motioned/Stacy seconded with all voting yes to adjourn.

MEETING RESUMES AT 7:37 p.m.

- a. Trustees approved setting compensation for staff, effective November 1, 2020. Chellino motioned/Schultz seconded with all present voting yes.

OTHER BUSINESS: NONE

Stahl motioned/Stacy seconded for the meeting to adjourn at 7:38 p.m. with all members present voting yes.

Respectfully submitted,
Shalyn Rodriguez, Assistant Director

AGENDA
SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
650 Deerwood Dr., Shorewood, IL 60404

October 8, 2020
General Meeting
7:00 p.m.

The Regular Board Meeting will be hosted in Meeting Room A of the Library, however, due to COVID mitigation, there will also be an online component. The Zoom Meeting ID is: 869 3501 4858, Password is: 578315. Questions or comments from the public for the Board may be emailed to the Director at jmills@shorewoodtrovlibrary.org in advance of the meeting

1. Welcome
2. Call to order and roll call of Trustees
3. Changes/Additions to Agenda
4. Approval of Minutes:
 - Regular meeting, September 10, 2020
5. Comments from the Public

MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
6. Treasurer's Report – September 2020
7. Approval and Payment of Bills
8. Correspondence
9. Reports
 - a. Director's Report with personnel– Jennie Cisna Mills
 - b. Department Head
10. Old Business
11. New Business –
 - a. Approve TITA Notice for Levy Hearing on November 12, 2020 (**Action**)
 - b. Approve Board Meeting Dates for 2021 (**Action**)
 - c. Approve Library Closure Dates for 2021 (**Action**)
 - d. Authorizing three 1-year floating holidays for 2021 (**Action**)
 - e. Approve Closing the Library on November 3, 2020 (Election Day) (**Action**)
 - f. Approve investing \$500,000 in CDs on a short-term rolling ladder of maturity dates (**Action**)
 - g. Serving Our Public 4.0, Chapter 10 – Programming (**Discussion**)
 - h. Serving Our Public 4.0, Chapter 11 – Youth/Young Adult Services (**Discussion**)
 - i. Serving Our Public, 4.0, Chapter 12 – Technology (**Discussion**)
 - j. Set Board Retreat – Any Saturdays work? (**Action**)
 - k. Approve Audit as presented by Brian Zabel and Associates (**Action**)
12. Close to go into Executive Session for the setting of discussing matters related to Personnel 5 ILCS 120/2(c)(1)
13. Reopen. Set Compensation for staff, effective November 1 2020 (**Action**)

14. Announcements

Any individual requiring special accommodations as specified by the American with Disabilities Act is requested to notify the Shorewood-Troy Public Library District Director at 815-725-1715 at least 24 hours in advance of the meeting date.

For further information regarding this meeting agenda, please contact:

Jennie Cisna Mills, Director
Shorewood – Troy Public Library District
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815-725-1715, jmills@shorewoodtroylibrary.org