

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
February 11, 2021**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the Vice President, Phil Besler, at 7:01 p.m. on February 11, 2021. 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. Phil Besler  | 2. Karen Voitik |
| 3. Vito Schultz | 4. Brad Stacy   |
| 5. Bob Stahl    | 6. Amy Chellino |

LATE: Thomas Novinski – Arrived at 7:04 p.m.

STAFF PRESENT:

Jennie Mills, Director  
Shalyn Rodriguez, Assistant Director

VISITORS PRESENT: Bret Mitchell

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

Bob Stahl moved that the minutes of the regular meeting on January 14, 2021 be approved. Brad Stacy seconded the motion and it was passed.

Amy Chellino moved that the minutes of the special meeting on January 16, 2021 be approved. Karen Voitik seconded the motion and it was passed.

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

|  |                     |
|--|---------------------|
| Cash on Hand Beginning of January 2021 | \$704,156.12        |
| Cash received during January 2021      | 6,335.70            |
| Disbursements                          | <u>(110,361.05)</u> |
| Cash on Hand End of January 2021       | \$600,130.77        |

Location and Denomination of Cash

|  |                  |
|--|------------------|
| Petty Cash                                 | \$ 300.00        |
| General Fund Checking – Chase              | (2,336.13)       |
| Money Market Fund – Chase                  | 72,771.72        |
| Money Market Fund – Shorewood Bank & Trust | 101,004.34       |
| Payroll Account – Chase                    | 890.84           |
| PMA Financial CD                           | 399,500.00       |
| BMO Harris CD                              | <u>28,000.00</u> |

TOTAL

\$600,130.77

APPROVAL AND PAYMENT OF BILLS:

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

CORRESPONDENCE: NONE

LIBRARIAN'S REPORT:

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

OLD BUSINESS: NONE

NEW BUSINESS:

- a. Trustees authorized the closure of a \$28,640.97 CD at BMO Harris to be moved to the general reserve fund. Besler motioned/Stahl seconded with all trustees present voting yes.
- b. Trustees approved the Library going fully fine-free with changes to the Circulation Policy as amended. Besler motioned/Schultz seconded with all trustees present voting yes.
- c. Trustees approved a change in budgeting to accommodate potential delayed tax payments. Besler motioned/Schultz seconded with all trustees present voting yes.
- d. Trustees approved a contract with David Vinjamuri for marketing and space planning. Stacy motioned/Chellino seconded with all trustees present voting yes.
- e. Trustees discussed updates on the Library building.

ANNOUNCEMENTS:

Mills will be on vacation February 22nd – 26<sup>th</sup>.

Stahl motioned/Schultz seconded for the meeting to adjourn at 7:28 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**

**February 11, 2021**  
**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: 850 8671 8136, Password is: 586819. Questions or comments from the public for the Board may be emailed to the Director at [jmills@shorewoodtrovlibrary.org](mailto: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, January 14, 2021
  - Special Board Meeting, January 16, 2021
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 – January 2021
7. Approval and Payment of Bills
8. Correspondence
9. Reports
  - a. Director's Report with personnel– Jennie Cisna Mills
  - b. Department Heads
10. Old Business
11. New Business –
  - a. Authorize closure of CD at BMO Harris in the amount of \$28,640.97 to be moved to general reserve fund (**Action**)
  - b. Approve the Library going fully fine-free with changes to the Circulation Policy as amended (**Action**)
  - c. Budgeting for potential delayed tax payments (**Action**)
  - d. Approve contract with David Vinjamuri for Marketing/Space Planning for \$4500 (**Action**)
  - e. Update on building – Grant & Elevator updates (**Discussion**)
12. Announcements
13. Adjourn

**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/815.725.1715 or [jmills@shorewoodtrovlibrary.org](mailto:jmills@shorewoodtrovlibrary.org)

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