

Berwyn Public Library Board Meeting Minutes
Tuesday, February 18, 2020 Regular Meeting
Berwyn Public Library
Board Room

Call to Order:

Vice-President Mondragon called the meeting to order at 7:02 p.m. Board Trustees present: Jousef Mondragon, Maria Salinas, Erika Corona-Owens, Cindy Hayes, Emily Diebold and Marta Rodriguez. Absent: Barbara Korbelt, Paul Nudd and Rosemary Caruk. Also present were Library Director Tammy Sheedy and Hannah Rapp, Head of Readers Advisory and Teen Services.

A quorum has been established.

The Pledge to the Flag was recited.

Agenda:

Vice-President Mondragon asked if there were any amendments to the agenda presented.

There were no amendments to the agenda.

It was moved by Treasurer Corona-Owens and seconded by Trustee Rodriguez to approve the agenda as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Korbelt, Nudd and Caruk. Motion carried.

Trustee Nudd arrived at 7:05 p.m.

Minutes:

It was motioned by Treasurer Corona-Owens and seconded by Trustee Rodriguez to approve the January 20, 2020 Regular Board Meeting Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Korbelt and Caruk. Motion carried.

Open Forum:

Hannah Rapp, Head of Readers Advisory and Teen Services talked about the Summer Reading Program.

Trustee Caruk arrived at 7:06 p.m.

Directors Report:

Library Director Tammy Sheedy reported that the grand re-opening event will be on February 22, 2020 and noted that light refreshments would be served. She also noted that State Representative LaShawn Ford would be present and briefed the Trustees on the agenda for that day. She also talked about the ALA event on June 27, 2020 and noted that the library would be closed on this day for the staff to be able to attend the conference. She noted that she would be updating the library calendar to reflect this day as closed. Ms.

Sheedy also reported that the next in-service day would be on April 21, 2020 and noted that it would include a mandatory sexual harassment training.

Finance Committee:

It was motioned by Trustee Hayes and seconded by Trustee Salinas to approve the January 2020 payables in the amount of \$ 87,784.39 as presented. Roll Call: Vice-President Mondragon, Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Trustee Korbel. Motion carried.

Trustee Corona-Owens reported that the Berwyn Public Library Board Fund Balance ending January 31, 2020 was \$ 1,292,549.74, Veverka Fund Balance ending January 31, 2020 was \$ 295,566.17, and the Restricted Grant Fund Balance ending January 31, 2020, was \$ 62,155.02.

Treasurer Corona-Owens briefed the Board on the operating budget that was on the agenda for approval. She also noted that the Finance Committee would now be meeting on a quarterly basis to assure the budget is being reconciled and balanced accordingly. Ms. Sheedy noted a big increase in the budget were the salary increases that were paid per the union contract, however, the benefits did decrease a little.

It was motioned by Trustee Hayes and seconded by Trustee Caruk to approve the 2020 Library Operating Budget of \$ 3,935,876.00 as presented. Roll Call: Vice-President Mondragon, Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Trustee Korbel. Motion carried.

Building and Grounds Committee:

Vice-President Mondragon reported that an RFP will be done in the next two weeks for the LED lighting in the Library.

Policy/Personnel Committee:

Ms. Sheedy reported that the Policy/Personnel Committee did meet.

It was motioned by Trustee Rodriguez and seconded by Trustee Diebold to accept the meeting minutes from Personnel and Policy Committee Meeting held on January 16, 2020 as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Korbel. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Hayes to table the approval of the revised Meeting Room Policy. All Trustees present voting aye. Nays: None. Absent: Trustee Korbel. Motion carried.

It was motioned by Trustee Hayes and seconded by Treasurer Corona-Owens to approve the revised Circulation Policy as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Korbel. Motion carried.

Veverka Committee:

Ms. Sheedy reported that the Veverka Committee did not meet.

Strategic Planning Committee:

Ms. Sheedy reported that she worked on a Request for Qualifications for the community outreach of the Strategic Plan. She noted she would reach out to Mark Puente, a consultant for Strategic Planning.

Art Selection Committee:

The committee did not meet, however, Trustee Nudd reported that the murals are completed and will be presented at the grand re-opening on February 22, 2020.

Old Business:

Ms. Sheedy reported that the Trustees Workshop was on March 14, 2020 and asked the Trustees to let her know who would be interested in attending so she can register them.

Unfinished Business:

There was a discussion on the 2020 Committee Assignments and it was deferred to the March 2020 Library Meeting for approval.

New Business:

There was none.

Closed Session:

It was motioned by Secretary Salinas and seconded by Trustee Hayes to adjourn into closed session at 8:06 p.m. for the discussion of litigation matters. Roll Call: Vice-President Mondragon, Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Trustee Korb. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Hayes to call back the Regular Meeting to order at 8:13 p.m. Roll Call: Vice-President Mondragon, Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Trustee Korb. Motion carried.

Committee meetings:

Finance:

Finance Committee Meeting was not scheduled.

Policy and Personnel:

The Policy and Personnel Committee Meeting was not scheduled

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for March 16, 2020 at 6:30 p.m.

Veverka:

The Veverka Committee was not scheduled.

Strategic Planning:

The Strategic Committee was not scheduled.

Art Selection:

The Art Selection Committee was not scheduled.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to adjourn the meeting at 8:18 p.m. All members present voting aye. Nays: None. Absent: Trustee Korbel. Motion carried.

Maria Salinas, Secretary