

**Berwyn Public Library Board Meeting Minutes
Monday, August 17, 2020 Regular Meeting
Berwyn Public Library
Board Room and Virtually Held**

**Meeting ID 854-5420-3905
Dial In 1-312-626-6799, Password 060296**

Call to Order:

Vice-President Mondragon called the meeting to order at 7:01 p.m. Board Trustees present virtually or in person: Vice-President Jousef Mondragon, Secretary Maria Salinas, Trustees Barbara Korbel, Emily Diebold, Paul Nudd, Rosemary Caruk and Marta Rodriguez. Absent: Treasurer Erika Corona-Owens and Trustee Cindy Hayes. Also present was Library Director Tammy Sheedy.

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 motioned by Secretary Salinas and seconded by Trustee Korbel to approve the agenda as presented. All Trustees present voting aye. Nays: None. Absent: Trustee Korbel. Motion carried.

Minutes:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to approve the June 15, 2020 Regular Board Meeting Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

Open Forum:

There were no public comments in open forum.

Directors Report:

Library Director Sheedy reported on the roll back to Phase 3 should it be deemed necessary by the Governor or Mayor. She noted this would include closing the library to walk-in patrons. She noted that the library is currently in Phase 4, however, in the event the covid cases should increase, the library would need to return to Phase 3. She noted that she has been in contact with Scott Waszak, the Safety Inspector and would defer to the city management should it become necessary for the library to close.

Library Director Sheedy also reported that the drive-thru Fairytale has been scheduled for October 4, 2020 and would take place at the Morton West Parking lot. She noted that Mayor Lovero and his wife would be participating this year. She noted that this format would be more safe to practice social distance.

There was a discussion about staff being tested for Covid-19 and if this would be enforced. It was noted that only when a staff member is exposed to a person who was positive for Covid-19, then they would be tested.

Library Director Sheedy reported on the proposed changes to the union contract was expiring at the end of the year. She indicating that she would be meeting with department managers to further discuss any other proposed changes. Sick time was a key point discussion on this matter. There was also a discussion about having goals included into the new contract.

There was a discussion as to who should be contacted in the event the library has an emergency library closing. Upon further discussion, it was the consensus to contact the Executive Board.

Finance Committee:

It was motioned by Secretary Salinas and seconded by Vice-President Mondragon to table the approval of the June 2020, Payables. Roll Call: Vice-President Mondragon, Secretary Salinas, Trustees Korbelt, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

It was motioned by Secretary Salinas and seconded by Vice-President Mondragon to table the approval of the July 2020, Payables. Roll Call: Vice-President Mondragon, Secretary Salinas, Trustees Korbelt, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

Building and Grounds Committee:

Library Director Sheedy noted she included the final contracts for carpeting and moving. She noted the second lowest bidder, Pinnacle Floorings Company met the bid requirements.

It was motioned by Secretary Salinas and seconded by Trustee Caruk to approve the lower level carpeting bid with Pinnacle Floorings Company in the amount of \$ 61,620.00 as presented. Roll Call: Vice-President Mondragon, Secretary Salinas, Trustees Korbelt, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

It was motioned by Vice-President Mondragon and seconded by Trustee Korbelt to approve the moving bid with Hallett & Sons Expert Movers, Inc. in the amount of \$ 15,950.00 as presented. Roll Call: Vice-President Mondragon, Secretary Salinas, Trustees Korbelt, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

Library Director Sheedy reported that during the last power outage, the IT Department lost \$ 7,000.00 worth of equipment due to a power surge. She noted that the IT Department was requesting a generator. The estimates that were obtained were about \$ 150,000.00. It was discussed that it wouldn't be a feasible time for the library to have this expenditure at this time. Vice-President Mondragon noted that perhaps the damaged equipment could have been caused by another electrical issues. He also discussed that loss of equipment and/or data, perhaps failed due to not having a redundancy plan or a backup. Trustee Nudd commended Vice-President Mondragon for his knowledge.

Policy/Personnel Committee:

Library Director Sheedy briefed the Trustees on the new policy for the Non-Resident Library Card.

It was motioned by Vice-President Mondragon and seconded by Trustee Korbelt to approve the Non-Resident Library Card as presented. Roll Call: Vice-President Mondragon, Secretary Salinas, Trustees Korbelt, Diebold, Nudd, Caruk and Rodriguez. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

Veverka Committee:

Library Director Sheedy reported that she received a quote on the LED digital sign in the amount of \$50,000.00 and the other two estimates were pending. Trustee Korbelt asked if the library thought about using solar panels and noted it would be cost savings for the library and a good way to introduce it to the community. Library Director Sheedy indicated she would research this idea.

Strategic Planning Committee:

Library Director Sheedy reported that the Strategic Planning Committee did not meet, however, she noted that she and the library managers have been working on strategic goals for 2021.

Art Selection Committee:

Library Director Sheedy reported that the Art Selection Committee did not meet. Trustee Nudd reported that there were no updates. Trustee Nudd noted that right now it would be a feasible time to look into purchasing art items.

Old Business:

There was none reported.

Unfinished Business:

There was none reported, however, the election of officers would be deferred to the next meeting on September 21, 2020.

New Business:

There was none.

Closed Session:

There was no closed session held.

Committee meetings:

Finance:

Finance Committee Meeting was not scheduled, to be advised. Library Director Sheedy noted the library's budget was in good standing.

Policy and Personnel:

The Policy and Personnel Committee Meeting was not scheduled, to be advised.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for September 21, 2020, at 6:30 p.m.

Veverka:

The Veverka Committee was not scheduled, to be advised.

Strategic Planning:

The Strategic Committee was not scheduled, to be advised.

Art Selection:

The Art Selection Committee was not scheduled, to be advised.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to adjourn the meeting at 8:00 p.m. All members present voting aye. Nays: None. Absent: Treasurer Corona-Owens and Trustee Hayes. Motion carried.

Maria Salinas, Secretary