

**Berwyn Public Library Board Meeting Minutes  
Monday, October 19, 2020 Regular Meeting  
Berwyn Public Library  
Board Room and Virtually Held**

**Meeting ID 868-8071-6593  
Dial In 1-312-626-6799, Password 827260**

**Call to Order:**

In the absence of Vice-President Mondragon, Treasurer Corona-Owens called the meeting to order at 7:06 p.m. Board Trustees present virtually or in person: Secretary Maria Salinas, Treasurer Erika Corona-Owens, Trustees Barbara Korb, Emily Diebold and Marta Rodriguez. Absent: Vice-President Jousef Mondragon, Trustees Cindy Hayes, Paul Nudd and Rosemary Caruk. Also present was Library Director Tammy Sheedy.

A quorum has been established.

The Pledge to the Flag was recited.

**Agenda:**

Treasurer Corona-Owens asked if there were any amendments to the agenda presented.

Secretary Salinas requested to add the approval of closed session minutes from the meeting of September 21, 2020.

It was motioned by Trustee Rodriguez and seconded by Trustee Korb to approve the agenda as amended. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

**Minutes:**

It was motioned by Trustee Diebold and seconded by Trustee Korb to approve the September 21, 2020 Regular Board Meeting Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

**Open Forum:**

Lois Hummel, Treasurer of the Friends of the Library, talked about the difficulties the Friends of the Library has been having due to not having enough Board Members. She indicated she would stay on to fulfill her duties as treasurer. She noted she came to ask for help in filling the vacancies on the Friends of the Library Board. She noted the terms were for three years. Treasurer Corona-Owens talked about the role of the Friends of the Library and how they support the library because they hold a 501c3. She also noted there weren't enough volunteers to help them out for any of their events. Library Director Sheedy reported that the library

was doing lots of things to commemorate National Friends of the Library Week and hoped to spark interest with the patrons. Nona Chapman asked if they could restructure and have it as a foundation and noted the 501c3 status would still stand. Ms. Hummel was thanked for her time.

**Directors Report:**

Library Director Sheedy briefed the Trustees on the Fine Free discussion for fiscal year 2021. She noted there would be little impact on the budget for not collecting fines. She noted that this would start in January 2021. She talked about the Fairy Tale Ball and noted it was a huge success with the drive thru event this year. She noted they had about 160 cars with over 440 people in attendance. She talked about the senior dinner and movie event that took place on October 16, 2020 at the North Berwyn Park District. She said they had forty people attending and it was very successful. She noted that grant money from Age Options was used to fund this event. She also noted the library was participating in the city's drive – thru Halloween Trick or Treat. She talked about the Halloween Rockin Eve event that was scheduled for October 27,2020 at 5:00 p.m. She indicated these events concluded the programming for the season. She talked about the requirement for the per capital grant for this year. She indicated there would be a checklist for all trustees to review and would be ready at the next Board meeting.

**Finance Committee:**

Trustee Corona-Owens reported that the payables for September 2020 were presented in the amount of \$46,549.37.

Treasurer Corona-Owens asked for a motion on the September 2020 reporting payables as presented.

It was motioned by Secretary Salinas and seconded by Trustee Rodriguez to approve the September 2020 payables in the amount of \$46,549.37 as presented. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korbel, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

Treasurer Corona-Owens reported that the Restricted Library Grant Fund Balance ending September 30, 2020 was \$133,083.79, Veverka Fund Balance ending September 30, 2020, was \$295,988.93 and the Berwyn Public Library Deposit Fund Balance ending September 30, 2020 was \$ 1,308,968.92.

Treasurer Corona-Owens reported the Finance Committee would be meeting on Monday October 26, 2020. She also noted she would need to prepare a four-year budget for the library.

**Building and Grounds Committee:**

Library Director Sheedy reported that they did not meet and all projects have been completed.

**Policy/Personnel Committee:**

Trustee Korbel reported that the Emergent Technology Job Description was updated and would need an approval.

It was motioned by Secretary Salinas and seconded by Trustee Korbel to approve the job description for Emergent Technology Librarian as presented. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korbel, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

**Veverka Committee:**

Library Director Sheedy reported that the Veverka Committee did not meet.

**Strategic Planning Committee:**

Library Director Sheedy reported that she discussed with her managers about the strategic planning. She said they would like to start with 2021 as a one-year plan to start. It was discussed with the current pandemic, this was the most feasible way for the library to start.

**Art Selection Committee:**

Library Director Sheedy reported that the Art Selection Committee did not meet.

**Old Business:**

There was none reported.

**Unfinished Business:**

Due to not all Trustees being present, it was the consensus to table this item until the next meeting on November 16, 2020.

It was motioned by Secretary Salinas and seconded by Treasurer Corona-Owens to table the Election of Officers until the next Board Meeting on November 16, 2020. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korbel, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

**New Business:**

There was none presented.

**Closed Session:**

It was motioned by Secretary Salinas and seconded by Treasurer Corona-Owens to adjourn into closed session at 7:58 p.m. under ILCS 5 120/2C (1) to consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee; (C) (5) To discuss intergovernmental contract negotiations; and (C) (21) To discuss minutes of meetings lawfully closed. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korbel, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Rodriguez to call back the Regular Meeting to order at 9:02 p.m. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korb, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

**POSSIBLE ACTION on items discussed in closed session.**

It was motioned by Trustee Diebold and seconded by Trustee Korb to approve the closed session minutes of September 21, 2020 as presented. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Korb, Diebold and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried

**Committee meetings:**

**Finance:**

Finance Committee was scheduled for October 26, 2020, at 6:00 p.m.

**Policy and Personnel:**

The Policy and Personnel Committee Meeting was scheduled for November 16, 2020, at 6:30 p.m.

**Building and Grounds:**

The Building and Grounds Committee Meeting was not scheduled, to be advised.

**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 Rodriguez to adjourn the meeting at 9:02 p.m. All members present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Hayes, Nudd and Caruk. Motion carried.

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Maria Salinas, Secretary