



## BERWYN PUBLIC LIBRARY

### **Berwyn Public Library Board Meeting Minutes**

**Monday, June 21, 2021 Regular Meeting  
Berwyn Public Library  
Board Room and Virtually Held**

**Meeting ID 856-0929-3757  
Dial in 1-312-626-6799, Password 344768**

#### **Call to Order:**

President Corona-Owens called the meeting to order at 7:02 p.m. Board Trustees present: President Erika Corona-Owens, Vice-President Rosemary Caruk, Secretary Maria Salinas, Treasurer Marta Rodriguez, Trustees Cindy Hayes, Emily Diebold, Paul Nudd, Nora Laureto and Barbara Korbel. Also present were Library Director Tammy Sheedy and Administrative Assistant Nona Chapman.

A quorum has been established.

The Pledge to the Flag was recited.

#### **Minutes:**

It was motioned by Trustee Diebold and seconded by Trustee Laureto to approve the May 17, 2021 Regular Board Meeting Open Minutes as amended. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None.

#### **Open Forum:**

There was nobody present for open forum or any correspondence presented.





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### **Directors Report:**

Library Director Sheedy reported that the Summer Reading Challenge on June 5, 2021, went fairly well with about 240 participants. She briefed them on the In-Service Day that was just held on June 18, 2021. She noted that Mark Puento presented and didn't go as she expected. She noted it was informative, but not the training she was hoping for. She also reported that an active shooter session with Mr. Laureto and Ricky Smith from the police department. She also noted that they would start to practice fire drills to ensure staff is trained in the event of an actual real situation. She also reported that the Friends of the Library has a new Interim Board and noted that they would be collaborating with the library on different library events. She indicated that they would have another meeting on July 12, 2021, at 2:00 p.m.

Library Director Sheedy reported that the grant application was submitted to the state and was just awaiting the check. As it was discussed at the last meeting, the funds will be used for the Digital Media Lab.

It was motioned by Trustee Hayes and seconded by Trustee Laureto to accept the Director's Report as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None.

### **Finance Committee:**

Treasurer Rodriguez reported that the payables for May 2021 were presented in the amount of \$62,519.91.

Treasurer Rodriguez asked for a motion on the May 2021 reporting payables as presented.

It was motioned by Secretary Salinas and seconded by President Corona-Owens to approve the May 2021 payables in the amount of \$62,519.91 as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

Treasurer Rodriguez reported that the Restricted Library Grant Fund Balance ending May 31, 2021 was \$239,260.09; Berwyn Library Deposit Fund Balance ending May 31, 2021 was \$1,323,333.30 and Veverka Fund Balance ending May 31, 2021 was \$296,601.51.





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### **Building and Grounds Committee:**

It was motioned by Trustee Korbelt and seconded by Trustee Diebold to approve the Minutes from the Building and Grounds Committee Meeting of March 15, 2021 as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbelt. Nays: None. Motion carried.

Treasurer Rodriguez asked about water fountain upgrade. Library Directory Sheedy reported that the health district denied the funding. Library Director Sheedy noted that the library's budget would be able to accommodate this expenditure. Upon further discussion, it was the consensus that she would make an attempt at the next township meeting to request funding for the water fountain upgrade.

It was motioned by Treasurer Rodriguez and seconded by President Corona-Owens to approve the Minutes from the Building and Grounds Committee Meeting of May 17, 2021 as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbelt. Nays: None. Motion carried.

### **Policy/Personnel Committee:**

It was motioned by Secretary Salinas and seconded by Trustee Hayes to approve the revised Public Art Display and Donation Policy as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbelt. Nays: None. Motion carried.

It was motioned by Trustee Hayes and seconded by Trustee Laureto to approve the revised the Collection Management Policy as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbelt. Nays: None. Motion carried.

Library Director Sheedy briefed the Trustees on the Youth Services Librarian position. She noted that it was an existing position.

It was motioned by Trustee Hayes and seconded by Trustee Laureto to approve the revised Youth Services Librarian Position change as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbelt. Nays: None. Motion carried.





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It was motioned by Trustee Hayes and seconded by Trustee Diebold to approve the Diversity and Inclusion Statement for Library Board Trustees as presented. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

Trustee Korbel briefed the Trustees on the needed changes in the bylaws, should a Trustee resign and there would be a need for a Special Meeting to fill the vacancy and/or elect a President.

It was motioned by Trustee Hayes and seconded by Trustee Laureto to approve the revised Library Board of Trustees Bylaws as amended per discussion. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

### **Veverka Committee**

Trustee Hayes disseminated the information regarding the proposed Digital Sign. She noted that they are required to go out to bid.

It was motioned by Secretary Salinas and seconded by President Corona-Owens to approve to go out to bid for a Digital Sign. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

Library Director Sheedy reported that the vendor for the service desks is part of a co-op government funding, therefore, bidding was not required.

It was motioned by Trustee Laureto and seconded by Trustee Korbel to approve and authorize funding not to exceed \$ 70,000.00 for the service desks. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

Trustee Nudd briefed the Trustees on the various artwork that would need framing. He noted would do some research to obtain the most feasible option.





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It was motioned by Trustee Hayes and seconded by Trustee Laureto to approve and authorize funding not to exceed \$ 3,000.00 for the Art Committee. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

### **Strategic Planning Committee:**

The committee did not meet.

### **Art Selection Committee:**

Trustee Nudd reported that he had visited an art gallery and was trying to obtain art donations. He noted he networked with many artists and anticipated receiving a donation.

### **Old Business:**

Library Director Sheedy reported there was none.

### **Unfinished Business:**

It was motioned by Secretary Salinas and seconded by Trustee Laureto to table the Special Board Election. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

### **New Business:**

Library Director Sheedy reported there was none.

### **Closed Session:**

It was motioned by Secretary Salinas and seconded by Trustee Laureto to adjourn into closed session at 8:08 p.m. for the discussion under ILCS 5 120/2C (1) to consider 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: President Corona-Owens,





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Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by President Corona-Owens to call the regular meeting back to order at 8:44 p.m. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

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

There was no action presented.

### **Committee meetings:**

#### **Finance:**

Finance Committee was not scheduled, to be advised.

#### **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 August 16, 2021 at 6:30 p.m.

#### **Veverka:**

The Veverka Committee was scheduled for August 2, 2021 at 4:30 p.m.

#### **Strategic Planning:**

The Strategic Committee was not scheduled, to be advised.





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### **Art Selection:**

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

President Corona-Owens announced that the next regularly scheduled Berwyn Public Library Meeting was on Monday, August 16, 2021, at 7:00 p.m.

### **Adjournment:**

It was motioned by Trustee Laureto and seconded by Trustee Diebold to adjourn the meeting at 8:47 p.m. Roll Call: President Corona-Owens, Vice-President Caruk, Secretary Salinas, Treasurer Rodriguez, Trustees Hayes, Diebold, Nudd, Laureto and Korbel. Nays: None. Motion carried.

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Maria Salinas, Secretary

