

Chicago Heights Public Library
Regular Board Minutes
November 24, 2020 Via Zoom

Due to Covid-19, the Governor of the state of Illinois has determined that public bodies may meet via electronic format during the pandemic, to allow for conduct the business of the public body. All other Open Meetings Act rules apply during that time.

Roll Call: Meeting Called to order at 6:11 PM

Members Present: Aldana, Baikauskas, Bennet, Cifelli (@6:37) Perez, Propst, Paicely

Also Present: Interim Director Parker, Attorney Trotter. Jim Deiters of Deiters & Todd @ 6:39 PM.

Public Comments:

There were none.

Approval of Minutes:

Trustee Baikauskas made a motion to approve the minutes of the regular meeting for September 22, 2020, the special meeting minutes for October 7 & 8, 2020 and executive session meeting minutes for October 7 & 8, 2020. Trustee Aldana seconded the motion. Upon a roll call, where trustees voted in favor of the motion, motion carried.

Correspondence:

- Thank you note from Representative DeLuca for the donations of children's books for his Education Advisory Committee Fall Trunk or Treat program
- Illinois State Library informing the library of the awards of \$500 for PPE grant and \$4,108 for a Digital Network Access grant.

Interim Director Report:

Interim Director Parker asked if anyone had questions about her report.

Trustee Paicely asked questions about turning on the boiler and maintenance. Parker stated that the library is waiting for information as to the last time it was serviced since there are no service records she can locate, and she was not comfortable turning it on until it has been serviced.

Interim Director Parker discussed the request for quote from LIRA (Libraries of Illinois Risk Association). The insurance market has been crazy lately with COVID and quotes are taking some time to be obtained and was not able to get final quote by meeting time. The library would have to be bound by December 8th, when the current policy

lapses. She asked the board to give her the approval to move forward with whatever liability coverage was the best price for the best coverage and to ratify the decision at the December board meeting.

Financial Reports:

Trustee Perez made a motion to approve the October 31, 2020 financials and November 24, 2020 A/P list in the amount of \$19,3884.51 as presented. Trustee Baikauskas seconded the motion. After a roll call, where all trustees voted in favor, motion carried.

Unfinished business:

New Director Search: Tabled until December meeting.

Serving Our Public 4.0 review Chapters 7-13 for Per Capita FY21: Board reviewed chapters 7-13 and subsequent checklist.

New Business:

Staff Christmas Luncheon: Trustee Baikauskas made the motion to approve the library to pay for a staff luncheon and for the library to close for 2 hours at lunch for staff to gather together. Trustee Aldana seconded the motion. After a roll call, where all trustees voted in favor, motion carried.

Close Library Saturday December 26, 2020 and January 2, 2021: Trustee Propst made the motion to close the library on 12/26/20 and 1/2/21. Trustee Bennet seconded the motion. After a roll call, where all trustees voted in favor, motion carried.

Approve E-rate Funding Solutions contract \$3,500 for 3 years: Trustee Baikauskas made the motion to engage the consultant E-rate Funding Solutions for an additional 3 years in the amount of \$3,500. Trustee Aldana seconded the motion. After roll call, where all trustees were in favor, motion carried.

Approve LIRA contract for 3 years: Staff gift cards for Christmas - Trustee Perez made the motion to allow Interim Director Parker move forward with engaging LIRA or State Farm for the library's liability coverage, with whichever has the best coverage for the best rate, with ratification of coverage at the December board meeting. Trustee Propst seconded the motion. After roll call, where trustees were in favor, motion carried.

Trustee Information and General Announcements:

There were none.

Executive Session:

Trustee Cifelli made a motion to enter Executive Session due to 5ILCS 120/2(c)(1) and 5 ILCS 120(c)(11). Trustee Bennet seconded the motion. Upon a voice call, the trustees entered Executive Session at 6:42 PM.

Trustee Aldana made a motion to re-enter Open Session. Trustee Cifelli seconded the motion. Upon a voice call, the trustees re-entered Open Session at 7:15 PM.

Action following Executive Session:

Trustee Cifelli made the motion for President Paicely to extend an offer of employment for the vacant Library Director position to candidate discussed. Trustee Perez seconded the motion. After roll call, where trustees were in favor, motion carried.

Adjournment:

Trustee Cifelli made a motion to adjourn the Chicago Heights Public Library Board Meeting. Trustee Bennet seconded the motion. The regular meeting of the Chicago Heights Public Library Board of Trustees was adjourned at 7:18 PM.

Approved by Board of Trustees: December 22, 2020

Attest: _____