

**MINUTES OF THE REGULAR MEETING
OF THE LIBRARY BOARD OF TRUSTEES
February 16, 2022**

1. CALL TO ORDER

President J. O'Meara called the teleconference meeting to order at 7:02 p.m. via Zoom, streamed live on YouTube.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Board Present:	Debra Dunne Nick Guo Allison Longenbaugh Nina Menis Barbara O'Meara Jeanine O'Meara Ashfaq Syed Nitin Vig
Board Absent:	Nancy Hayes
Student Board Present:	Jacob Saucier Jack Zhou
Student Board Absent:	Alex Shen
Staff Present:	Dave Della Terza, Executive Director Ellen Conlin, Deputy Director
Others Present:	Raymond Munch, City Budget Manager Jennifer Bruzan Taylor, City Council Liaison Andy Dogan, Williams Architects

4. CONSENT AGENDA

A. Approval of Minutes

1. January 19, 2022 – Regular Meeting

B. Approval of Expenditures

January 2022

Accounts Payable (01/12, 01/26)	\$ 406,034.54
TOTAL	\$ 406,034.54

C. Financial Reports

1. Statement of Cash – December 2021 Updated
2. Statement of Revenue and Expense – December 2021 Updated

Motion made and seconded to approve the Consent Agenda.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Longenbaugh, Menis, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Hayes
- ✓ **MOTION DECLARED CARRIED.**

5. PUBLIC COMMENT

None.

6. REPORTS

A. Director's Report – January 2022

Della Terza updated the Board on changes to COVID-19 requirements, as well as upcoming collection additions, ongoing community partnerships, and current programming initiatives.

B. 2021 Annual Report and Annual Statistics

The 2021 annual report and statistics were accepted as presented.

C. Illinois Public Library Annual Report CY21

The 2021 Illinois Public Library Annual Report was presented to the Board.

A motion was made and seconded to accept the Illinois Public Library Annual Report CY21 as presented.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Longenbaugh, Menis, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Hayes
- ✓ **MOTION DECLARED CARRIED.**

D. Monthly Statistics – January 2022

Monthly statistics were accepted as presented.

7. OLD BUSINESS

None

8. NEW BUSINESS

A. Williams Architects Presentation

Andy Dogan of Williams Architects presented on a 5-year roadmap for the Library to upgrade staff spaces. He answered questions from the board regarding the process and how comparable libraries utilize their staff spaces.

B. Market Adjustment

Della Terza presented findings from a two-part study conducted with consulting firm HR Source to reclassify the Library's positions and to implement a market adjustment.

Motion made and seconded to approve the proposed job reclassification and market adjustment for a projected annual cost of \$345,000, to be effective March 6, 2022.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Longenbaugh, Menis, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Hayes
- ✓ **MOTION DECLARED CARRIED.**

C. Will County Early Voting at 95th Street Library

Della Terza presented an intergovernmental agreement to allow Will County to conduct early voting at the 95th Street Library for the 2022 primary election.

Motion made and seconded to approve the Will County Early Voting at 95th Street Library.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Longenbaugh, Menis, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Hayes
- ✓ **MOTION DECLARED CARRIED.**

D. Update to Use of Library Displays Policy

Updates were presented to change the title of the policy to "Public Use of Library Displays" and to better explain procedures used when determining public displays at the Libraries.

Motion made and Seconded to approve the Public Use of Library Displays policy.

ROLL CALL VOTE:

- **Aye:** Dunne, Guo, Longenbaugh, Menis, O'Meara, B., O'Meara, J., Syed, Vig
- **Absent:** Hayes
- ✓ **MOTION DECLARED CARRIED.**

E. Additional Board Comments and Questions

Trustee Longenbaugh inquired if the Library had received any requests for removal of Library materials, and Director Della Terza explained that they had not in recent times. President O'Meara expressed her hope for an in person meeting in March.

9. ADJOURNMENT

Motion made and seconded to adjourn the regular meeting at 8:17 p.m.

Submitted by,
Ellen Conlin
Deputy Director