

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
July 6, 2021

A public hearing was held from 7 – 7:30 p.m. and no public arrived with any comments or questions.

Call to Order: The meeting was called to order by President Ashcraft at 7:31 p.m.

Roll Call: Board - Present: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Absent: Juehne.
Public – Present: David Cassens, Director for the Tri-Township Public Library and Joel Pikora, Assistant Director for the Tri-Township Public Library.

Input to the Agenda -

Board: Espindola added Under Old Business, #4 Greenspace and Under New Business, #12 Library furniture.

Public: None.

Approval of Minutes:

1. Regular Meeting December 1, 2020 – This file is corrupted. Approval pending advice of lawyer.
2. Regular Meeting January 9, 2021 – Tabled
3. Regular Meeting June 1, 2021 – Elson made a motion to accept minutes as amended. Seconded by Espindola. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.

Treasurer’s Report: Scheller shared that everything is fine. Money from taxes is coming in. The library received \$28,000 for the General Fund.

Director’s Report:

1. Our summer reading program is going very well. We will wrap up at the end of July. Pikora added a magician was scheduled to come for two 45-minute shows.
2. Our neighbor on West Oak Brook complimented the new lights on the side of the building and in the greenspace. Mentioned they feel safer since their installation.
3. The library lost internet service June 28 due to a faulty power strip. This issue has been replaced and internet service restored.
4. As of July 6 the library will no longer enforce the wearing of masks upon entry. However, we do still encourage patrons to wear them. The library will keep the Plexiglas installed at the front desk.
5. We are aware of the Delta Variant of Covid-19 virus and are watching for any developments. Pikora informed the Board that this is a problem in Missouri and not an issue in our region.
6. Tori Overton, our Children’s Librarian is on maternity leave.
7. Norma is doing well, feeling good and getting more mobility.
8. Statistics reviewed and holding steady.

Maintenance:

1. Washing and Resealing the Pergola - Tabled

Communications:

Old Business:

1. Girl Scouts - Scheller still working on the benches and shed. There have been issues on inventory and pricing. Scheller will order from Home depot this week. Eight benches were delivered this week from the Girl Scouts. Bricks for the shed pad will be laid soon.
2. Volunteer Banquet - No new information. Bert's Chuckwagon will be the caterer. Deferring to his capacity requirements for the event.
3. Budget for Fiscal Year 2021-22 – Scheller made a motion to accept he budget as presented. Elson seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
4. Greenspace – Norma's donation of \$300 towards a glider in memory of her son has not been forgotten. When Norma is feeling up to it, she will approve the glider design before purchase.

New Business:

1. Juneteenth Federal Holiday – Cassen's mentioned that Juneteenth is now a federal and state holiday and explained the history of the date. Cassen's asked the Board to decide if this holiday will be added to the observed holidays in the policy manual. The Board denied the addition and suggested using the holiday as an opportunity to education our community on the relevance of the day.
2. Per Capita Grant FY 2021 – The library was awarded \$19,492.13 which is about \$3,000 more than we usually receive. These funds can be used for materials, programing and technology. The library has until December 2022 to spend these funds.
3. Mobile Beacon Wi-Fi Quote – The library's Wi-Fi service contract / invoice in the amount of \$4,200 for the 35 hot spots was presented for renewal and payment. Scheller made a motion to renew the annual service contract. Espindola seconded the motion. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
4. Non-Resident Fee – The library will charge \$93.55 per household for non-resident patrons. This will provide one year of library services. Espindola made a motion to approve this fee and Elson seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
5. Hoopla Quote – Cassen's requested \$10,000 to replenish the Hoopla fund for patrons. Scheller made a motion to approve this expenditure and Erschen seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
6. Appropriation Ordinance – Audit Fund – 21/22-01 – Scheller made a motion to accept and Elson seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
7. Appropriation Ordinance – Building and Equipment Fund – 21/22-02 – Scheller made a motion to accept and Lindsay seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
8. Appropriation Ordinance – General Fund – 21/22-03 – Scheller made a motion to accept and Lindsay seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
9. Appropriation Ordinance – Illinois Municipal retirement Fund – 21/22-04 – Elson made a motion to accept and Lindsay seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.

10. Appropriation Ordinance – Insurance Fund – 21/22-05 – Elson made a motion to accept and Erschen seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
11. Appropriation Ordinance - Social Security Fund – 21/22 -06 – Elson made a motion to accept and Erschen seconded. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.
12. Library Furniture – Espindola wants to invest in new furniture since she notices some seat cushions are worn to the padding. Staff is putting together a list of needs. The Board will review the list and pricing at the August meeting.

Closed Meeting: A motion was made by Scheller and seconded by Elson to go into a closed session to discuss employment compensation. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.

At 9:14 the Board returned to the open meeting. Scheller made a motion to approve raises to the library staff in accordance with the 2020-2025 salary projections. Elson seconded the motion. Ayes: Elson, Espindola, Erschen, Lindsay, Scheller and Ashcraft. Nays: None. Abstain: None. Absent: Juehne.

Announcements and Adjournment – Erschen announced her oldest daughter got engaged last week. Espindola recommend vacationing in Tybee Island, Georgia.

Regular Meeting resumed at 9:30 p.m.

Announcements and Adjournment:
Scheller's son was promoted and her brother's estate was finalized.

Meeting adjourned at 9:30 p.m. by Ashcraft.