



DES PLAINES PUBLIC LIBRARY

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BOARD OF TRUSTEES Minutes of the Regular Meeting June 18, 2020

I. CALL TO ORDER.

The regular meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Thursday, June 18, 2020. President Gregory Sarlo called the meeting to order at 7:08 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Mindy Capper, Kristen Graack, Nicholas Harkovich, Denise Hudec, Bruce Lester, Umair Qadeer, Vincent Rangel, Gregory Sarlo, Carol Kidd.

Also present: Jo Bonell.

III. CONSIDERATION OF THE AGENDA.

MOTION by Umair Qadeer, seconded by Vincent Rangel, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

Resident Earl Wilson expressed his concern about the library's current officers and their years in office.

V. CONSENT AGENDA.

Trustee Nicholas Harkovich asked to remove C. Acceptance of Financial Reports for May 2020 and D.2. Statistics Report.

Trustee Denise Hudec asked to remove D.1. Statistics Report.

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve the following Consent Agenda items:

A. Approval of the Minutes of the Regular Board Meeting – May 21, 2020.

B. Approval of the Minutes of the Finance Committee Meeting – May 21, 2020.

ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

Trustee Nicholas Harkovich stated that there was not an expense for custodial services for May 2020 and since this service is budgeted for the year, what would happen to funds allocated but not spent. Library Director Jo Bonell explained that those funds would roll over into the next year and would become part of the library's fund balance.

Trustee Nicholas Harkovich stated that natural gas costs for May 2020 were \$1575.86 and asked why there was a cost, since the building was closed to the public. Library Director Jo Bonell explained that the building, even though closed to the public, was still being heated, but at a reduced temperature.

Trustee Denise Hudec asked if the library would received Per Capita Grant funds and Library Director Jo Bonell stated that she received an award letter, but that those funds could be delayed.

Trustee Denise Hudec asked if the Cash Flow Summary report for 2019 could be included in the library board packet, in addition to the 2020 report and Library Director Jo Bonell stated that she would include this report in future board packets.

Trustee Denise Hudec asked for an explanation for a check made payable to IT Savvy in the amount of \$9,996. Library Director Jo Bonell responded that this was for laptops for the Forum and was a budgeted expense and part of the library's lifecycle program.

MOTION by Denise Hudec, seconded by Kristen Graack, to approve the following Consent Agenda item:

- C. Acceptance of Financial Reports for May 2020
- D. Acceptance of Reports.
 - 1. Director's Report.
 - 2. Statistics Report.

ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

VI. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$209,700.07. [Action Item]

MOTION by Kristen Graack, seconded by Nicholas Harkovich, to approve payment of vendor checks and ACH Payments in the amount of \$209,700.07 as listed on the vendor checks report of May 2020 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

- B. Approve Library Board Meeting Dates. [Action Item]

MOTION by Bruce Lester, seconded by Umair Qadeer, to approve the Library Board Meeting Dates for 2020/2021, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

- C. Approve Non-Resident Fee. [Action Item]

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve the Non-Resident Fee of \$278.00/year, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

- D. Approve Committee to Nominate Board of Trustee Officers for 2020/2021.

Secretary Carol Kidd stated that the Nominating Committee would be Trustees Bruce Lester, Chair, Kristen Graack and Nicholas Harkovich. The Nominating Committee will meet and report at the July Board meeting.

VII. ANNOUNCEMENTS.

President Gregory Sarlo stated that the July 16, 2020 Board of Trustees meeting would be held by electronic remote participation at 4:00 p.m.

President Gregory Sarlo talked about the Semi-Annual Board Dinner on July 16 and asked the board to consider a restaurant with outdoor seating. This could be decided closer to the July board date. Trustees Bruce Lester and Umair Qadeer stated that a board dinner could be considered controversial, since the board meeting is by electronic remote participation.

VIII. CORRESPONDENCE.

None.

IX. OTHER.

None.

X. Executive Session.

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employee.

MOTION by Kristen Graack, seconded by Bruce Lester, to enter into Executive Session at 7:44 p.m. to discuss Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employee ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

The regular session reconvened at 8:44 p.m. and was called to order by President Gregory Sarlo.

X. Executive Session Action.

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employee.

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve the salary agreed upon in Executive Session for the Library Director. ROLL CALL VOTE: AYES: Capper, Graack, Lester, Qadeer, Rangel, Sarlo. NAYS: Harkovich. ABSTAIN: Hudec. MOTION CARRIED.

X. ADJOURNMENT.

MOTION by Bruce Lester, seconded by Vincent Rangel, to adjourn the regular meeting.
VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 8:48 p.m.

Minutes prepared Carol Kidd.