



# DES PLAINES PUBLIC LIBRARY

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## BOARD OF TRUSTEES Minutes of the Regular Meeting July 16, 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, July 16, 2020. President Gregory Sarlo called the meeting to order at 4:03 p.m.

### II. ROLL CALL.

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

Absent: Nicholas Harkovich.

Also present: Jo Bonell.

### III. CONSIDERATION OF THE AGENDA.

MOTION by Umair Qadeer, seconded by Bruce Lester, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Capper, Graack, 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 Library Director Bonell's compensation.

Trustee Nicholas Harkovich entered the meeting at 4:08 p.m.

V. CONSENT AGENDA.

Trustee Nicholas Harkovich asked to remove B. Acceptance of Financial Reports for June 2020.

MOTION by Bruce Lester, seconded by Umair Qadeer, to approve the following Consent Agenda items:

- A. Approval of the Minutes of the Regular Board Meeting – June 18, 2020.
- C. 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.

Trustee Nicholas Harkovich asked if the extended deadline for payment of property taxes would affect the library financially and Library Director Jo Bonell responded that the library is funded through December 2020.

MOTION by Vincent Rangel, seconded by Denise Hudec, to approve the following Consent Agenda item:

- B. Acceptance of Financial Reports for June 2020

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 - \$270,980.69. [Action Item]

MOTION by Kristen Graack, seconded by Vincent Rangel, to approve payment of vendor checks and ACH Payments in the amount of \$270,980.69 as listed on the vendor checks report of June 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 Policy C-7A, COVID-19 Pandemic. [Action Item]

Library Director Jo Bonell asked for board approval on Policy C-7A, COVID-19 Pandemic. The policy would be active until the pandemic was over.

Trustee Bruce Lester asked that the following verbiage be added to item f. of the proposed policy:

- f. Any other activity that is deemed contrary to public health as promulgated by the Centers for Disease Control, the State of Illinois, the County of Cook or the City of Des Plaines with regard to the pandemic is prohibited.

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve Library Policy C-7A, COVID-19 Pandemic, with revisions. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

C. Approve Intergovernmental Agreement for Library Services and District 62. [Action Item]

Library Director Jo Bonell stated that the Intergovernmental Agreement for Library Services and District 62 is identical to the Intergovernmental Agreement with Maine West High School. The agreement will enable District 62 students who do not live in an area with public library services to have a Des Plaines Library card. This will help approximately 200 students obtain a library card.

MOTION by Kristen Graack, seconded by Nicholas Harkovich, to approve the Intergovernmental Agreement for Library Services and District 62, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

D. Report Out Nominating Committee – President, Vice President, Treasurer and Secretary.

Chair Bruce Lester reported that the Nominating Committee met and their recommendation to the board for the office of President is Gregory Sarlo, Vice President, Vincent Rangel, Treasurer, Kristen Graack and Secretary, Carol Kidd.

VII. NOMINATING COMMITTEE.

A. Election of Officers – President, Vice President, Treasurer and Secretary.

Chair Bruce Lester asked if there were any other nominations and there were none.

MOTION by Committee, to approve the proposed slate of officers, Gregory Sarlo, President, Vincent Rangel, Vice President, Kristen Graack for Treasurer and Carol Kidd, for Secretary. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

B. Oath of Office.

Gregory Sarlo took the Oath of Office for President, Vincent Rangel took the Oath of Office for Vice President, Kristen Graack took the Oath of Office for Treasurer and Carol Kidd took the Oath of Office for Secretary.

VIII. ANNOUNCEMENTS.

Library Director Jo Bonell reported that she received thank you cards from patrons who are excited to have the library open again.

Library Director Jo Bonell also reported that she received a letter from Kiwanis Club of Des Plaines stating that they were donating \$1,000 to Youth Services. Stephanie Spetter, Head of Youth Services, stated that the money would be used for activity bags and the purchase of books for families receiving food at District 62 and the Des Plaines Self-Help and Food Pantry.

IX. CORRESPONDENCE.

No correspondence.

X. OTHER.

None.

XI. Executive Session.

A. To Discuss Probable or Imminent Litigation.

MOTION by Vincent Rangel, seconded by Kristen Graack, to enter into Executive Session at 4:35 p.m. to discuss Probable or Imminent Litigation. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

The regular session reconvened at 5:33 p.m. and was called to order by President Gregory Sarlo.

XII. Executive Session Action.

A. To Discuss Probable or Imminent Litigation.

MOTION by Vincent Rangel, seconded by Nicholas Harkovich, to retain counsel to explore the rights about a potential gift to the library. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Sarlo. NAYS: None. MOTION CARRIED.

XIII. ADJOURNMENT.

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

Meeting adjourned at 5:35 p.m.

Minutes prepared Carol Kidd.