



DES PLAINES PUBLIC LIBRARY

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BOARD OF TRUSTEES Minutes of the Regular Meeting October 15, 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, October 15, 2020. President Gregory Sarlo called the meeting to order at 7:05 p.m.

II. ROLL CALL.

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

Absent: Denise Hudec, Vincent Rangel.

Also present: Jo Bonell.

III. CONSIDERATION OF THE AGENDA.

MOTION by Bruce Lester, seconded by Kristen Graack, to approve the agenda, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Lester, Sarlo. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

No public comments or questions.

V. CONSENT AGENDA.

MOTION by Bruce Lester, seconded by Kristen Graack, to approve the Consent Agenda, as presented. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Lester, Sarlo. NAYS: None. MOTION CARRIED.

VI. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$282,742.90. [Action Item]

MOTION by Kristen Graack, seconded by Mindy Capper, to approve payment of vendor checks and ACH Payments in the amount of \$282,742.90 as listed on the vendor checks report of September 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, Lester, Sarlo. NAYS: None. ABSTAIN: Harkovich. MOTION CARRIED.

- B. Approval of Library Closings through January 2022. [Action Item]

Trustee Kristen Graack asked if the library closing dates were the same days usually requested and Library Director Jo Bonell stated that the dates were the same.

Trustee Nicholas Harkovich asked if there was a possibility of closing the library for three-day weekends for Memorial Day, Fourth of July, Labor Day, Christmas and New Year's, because of reduced patron attendance. Library Director Jo Bonell stated that she would look at statistics from the previous year and email those to the board.

The board discussed the possibility of these closing dates and the consensus was to revisit these dates and adjust as necessary in the coming months.

MOTION by Bruce Lester, seconded by Kristen Graack, to approve Library Closings through January 2022. ROLL CALL VOTE: AYES: Graack, Lester, Harkovich, Capper, Sarlo. NAYS: None. ABSTAIN: Harkovich. MOTION CARRIED.

- C. Approve Payment to RAILS for Communico Cloud Platform - \$30,000 for Two Year Contract. [Action Item]

Trustee Kristen Graack asked if there were other vendors who would provide this service and Library Director Jo Bonell responded that the alternative would be to break up the platform in separate pieces, which would not be cost effective.

MOTION by Kristen Graack, seconded by Bruce Lester to approve payment to RAILS for Communico Cloud Platform in the amount of \$30,000 for two-year contract. VOTE: AYES: Graack, Harkovich, Lester, Capper, Sarlo. NAYS: None. MOTION CARRIED.

D. Discuss Library Closure for Election Day, November 3, 2020. [Action Item]

The board discussed closing the library for election day on November 3, 2020 and the consensus was for the library to remain open unless ordered by the courts to close.

MOTION by Kristen Graack, seconded by Mindy Capper, for the library to remain open on November 3, 2020, Election Day unless ordered by the courts to close. VOTE: AYES: Graack, Harkovich, Lester, Capper, Sarlo. NAYS: None. MOTION CARRIED.

E. Review and Approve Proposal for Three-Year Elevator Maintenance Agreement. [Action Item]

Library Director Jo Bonell asked that this agreement be reviewed by staff and presented to the board at their November Board meeting, since more clarification was required.

VII. ANNOUNCEMENTS.

Head of Patron Accounts, Michelle Meyer-Edley, reported that the Intergovernmental Agreements approved by the board has resulted in 230 student cards processed and there are more to come.

VIII. CORRESPONDENCE.

No correspondence.

IX. OTHER.

X. EXECUTIVE SESSION.

- A. To Discuss Probable or Imminent Litigation.
- B. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

MOTION by Kristen Graack, seconded by Mindy Capper to move into Executive Session at 7:54 p.m. to discuss Probable or Imminent Litigation and the Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employee. ROLL CALL VOTE: AYES: Capper, Graack, Harkovich, Lester, Sarlo. NAYS: None. MOTION CARRIED.

The regular session reconvened at 8:10 p.m. and was called to order by President Gregory Sarlo.

XII. EXECUTIVE SESSION ACTION.

- A. To Discuss Probable or Imminent Litigation.
- B. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

No action taken.

XIII. ADJOURNMENT.

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

Meeting adjourned at 8:11 p.m.

Minutes prepared Carol Kidd.