



MEETING MINUTES

Meeting of the Board of Library Trustees of the La Grange Park Public Library District was held August 19, 2020 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526. Remote attendance via Zoom was allowed due to the COVID-19 pandemic. Login details were provided on the agenda and library website 48 hours prior to the meeting.

1. President Whitman called the meeting to order at 7:01 pm
2. Upon roll call the following were present: President Whitman, Vice-President Gies, Treasurer Swainson, Secretary Snow, Trustee Demes-O'Brien, and Trustee Clement. Attending via Zoom: Trustee Donaldson. Also present were Kate Buckson, Executive Director, and Gabriela Magats, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of visitor(s): None.
5. Public comment: None.
6. Staff report: We are now 1 ½ months into our reopening. We are getting busier with more foot traffic and are looking at opening up browsing next. We have filled one circulation assistant position and the technical services position, and we will wait to fill more open positions based on the needs of the library. On November 3rd, we are a polling place, but to stay in compliance with the Governor's mandate, the library will be closed for all other business. We will begin staff evaluations in October, and they will be completed by December 15th. Director Buckson's review will take place in January.
7. Trustee reports: Discussion of trustee openings for election in 2021. We have 4 seats open: 3 four year, and one is a 2 year seat.
8. Treasurer's Report: Bank Interest rates are dropping, which will affect budget this FY.
9. Demes-O'Brien motioned, seconded by Snow, to approve the Consent Agenda. Approved with 7 Ayes, 0 Nays, 0 Absent.
 - a. Minutes of previous meeting(s)
 - b. Invoices to be paid in the amount of \$64,343.34
Checks from Wintrust numbered 35439 - 35493
10. Unfinished business:
 - a. Discussion of proposals submitted for construction management services. One proposal was received. Director Buckson will send proposal to all Trustees for review.
 - b. Trustee Snow motioned, seconded by Donaldson to approve Ordinance 2020-05 Transferring Funds to Special Reserve in the amount of \$185,000 from general to special reserve. Motion passed with 7 Ayes, 0 Nays, 0 Absent.
 - c. Snow motioned, seconded by Gies, to approve Budget & Appropriations Ordinance for FY 2020-21.
11. New Business:
 - a. Snow motioned, seconded by Demes O'Brien, to approve Illinois Public Library Annual Report (IPLAR) for FY 2019-2020. All in favor. Motion passed.
 - b. Review of Sponsorship Policy – no recommended changes
 - c. Review of FOIA Policy – no recommended changes
 - d. Review of Displays and Exhibits Policy – no recommended changes
12. Communications (includes emails to the board)
13. Executive session - Minutes Review [5 ILCS 120/2(c)(21)]. Snow motioned to adjourn the regular meeting, seconded by Gies. All in favor. Regular meeting adjourned at 7:38pm.



14. Snow motioned, seconded by Swainson, to reconvene the regular meeting at 7:44 pm.
15. Snow motioned, seconded by Gies, to destroy recordings from meetings held on July 24, 2018, Feb 12, 2019, and May 28, 2019. All in favor.
16. Snow motioned, seconded by Gies to adjourn. All in favor. Meeting adjourned at 7:45 pm.