



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, June 16, 2021 was held at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7:00 pm
2. Upon roll call the following were present: President Whitman, Vice-president Gies, Secretary Snow, Treasurer Swainson, Trustee Demes O'Brien, Trustee Donaldson, and Trustee Hightower. Also present were Kate Buckson, Executive Director, and Patricia Harwood, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of visitor(s): 845 Design Group; Jamie Zaura, Megan Harte, Nick Bernardi; public-Owen Whitman, Cathy Foster, Friends of the Library President, Gabe Oppenheim, Head of Adult Department.
5. Public comment: Cathy Foster, Friends of the Library President, expressed to the Board they are dedicated to the Book shop within the library. With the COVID-19 closure they have reached out to the community in regards to events, such as Drive up Book sales, Easter Bunny Photo Booth; the Friends are asking to keep them in mind with the upcoming building project. They will need of a place to store books and possible sell books. President Whitman stated what a great job the Friends group has done for the library; she expressed how impressed she was.
6. Presentation of building design options from 845 Design Group – Megan Harte discussed the exterior of the building and what needs to be fixed; along with suggestions for the remodel of the outside perimeter.
7. Staff report: Buckson stated to the Board that there has been an increase of foot traffic in the month of June, throughout the building, which is great to see. SWAN will be doing an annual purge for anyone who has not used their Library card within the last 3 years. Going forward SWAN will be doing this on a monthly basis instead of annual. The Board discussed how to keep the library open during renovation, opening up on Sunday will be a help. Aaron worked on the planting around the Library sign located on LaGrange Road.
8. Trustee reports: None
9. Gies motioned, seconded by Demes O'Brien, to approve the Consent Agenda. Motion passes with 6 Ayes, 0 Nays, 1 Abstain.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$ 38,161.75  
Checks from Wintrust Bank numbered: 35775-35819
10. Unfinished business:
  - a. Snow motioned, seconded by Donaldson, to approve the updated life insurance benefits for full time staff to include Basic Life Coverage plus 1.5 times annual salary, capped at \$100,000, with premiums to be paid by the library at a rate of 100% for FY 2021/2022. Passes with 7 Ayes, Snow, Donaldson, Hightower, Demes O'Brien, Swainson, Gies, and Whitman, 0 Nays
  - b. Swainson motioned, seconded by Demes O'Brien, to approve working budget for FY 2021/22. Passes with 7 Ayes, Swainson, Demes O'Brien, Hightower, Donaldson, Snow, Gies, and Whitman, 0 Nays
11. New Business:
  - a. Gies motioned, seconded by Swainson, to approve Resolution 202- 05R: a Resolution transferring funds from the general operating fund to the Illinois Municipal Retirement Fund for Fiscal year ending June 30, 2021. Passes with 7 Ayes, Gies, Swainson, Hightower, Donaldson, Demes O'Brien, Snow, and Whitman, 0 Nays



- b. Discussion of financing process for 2021 debt issuance- The Board discussed the financing process and what will be needed within the next few months.
  - c. Demes O'Brien motioned, seconded by Donaldson, to approve Ordinance 2021-03: An ordinance authorizing the issuance of not to exceed \$4,300,000 General Obligation Bonds (Alternate Revenue Source) of the LaGrange Park Public Library District, Cook County, Illinois, for the purposes of repairing, remodeling, improving and equipping the LaGrange Park Public Library Building and refunding certain outstanding obligation of said Library District. Passes with 7 Ayes, Demes O'Brien, Donaldson, Hightower, Swainson, Snow, Gies, and Whitman, 0 Nays
  - d. Donaldson motioned, seconded by Snow, to approve Ordinance 2021-04; Tentative Budget and Appropriations. Passes with 7 Ayes, Donaldson, Snow, Hightower, Demes O'Brien, Swainson, Gies, and Whitman, 0 Nays
  - e. Gies motioned, seconded by Demes O'Brien, to approve set date for the public hearing on the Budget & Appropriations for FY 2021/22 pm Wednesday, July 21<sup>st</sup> at 6:45pm
- 12 Communications (includes emails to the board)
- 13 Executive session: Semi-Annual Closed Session Minutes Review 5 ILCS 120/2(c)(21) & Personnel 5 ILCS 120/2(c)(1) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, Snow motioned, seconded by Geise to move into executive session at 8:00pm
- 14 Final action on executive session: Trustee Demes-O'Brien motioned, seconded by Snow to increase the executive director's annual salary by 2% with a bonus of 1%. Passes with 7 Ayes, Donaldson, Snow, Hightower, Demes O'Brien, Swainson, Gies, and Whitman, 0 Nays
- 15 Snow motioned, seconded by Demes-O'Brien, to adjourn. All in favor, motion passes. Meeting adjourned at 8:52pm.