

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
APRIL 15, 2020

CALL TO ORDER: The meeting of April 15, 2020 was called to order at 6:42 pm via remote access in the Library's Large Meeting Room at 15025 S. Illinois Street. Pledge of Allegiance was recited. Roll call was conducted. Large Meeting Room attendance: Regular member Gilmore, Staff Pappas and Hartley, Guest Tech Pro Logic's Manish Bavaria. Remote attendance: Regular members: Andel, Knight, Schmidt (Treasurer Pro Tem), Cann. Staff present: Agne, De Fazio, Gulas, Kohn, Lane, Schauer, Smith J., Vittorio, Wold. Guest present: Alicia Malec (later sworn in as trustee), Miller.

PUBLIC COMMENT: Pappas read a comment by resident Vicki Polito thanking Dr. Patricia Miller for her dedication and years of service to the community as Library trustee.

OTHER COMMENT: Gilmore attended the Village's remote monthly meeting. Knight reported on the Friends of the Library's remote meeting in April in which they approved \$500.00 to the Library for memory kits and \$6,000 to the Library's summer reading program. It is unlikely they will hold their annual book fair this year.

CONSENT AGENDA: Gilmore accepted the regular minutes of the February 19, 2020 regular and executive minutes. The Library did not have a March meeting.

APPROVAL OF BILLS PAID: Schmidt moved approval of bills paid and bills payable for February for a total of \$280,125.57. Andel seconded the motion, all voted yes via roll call vote; motion carried. Andel moved approval of bills paid and bills payable for March for a total of \$201,502.40. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

LIBRARY DIRECTOR'S REPORT: Pappas presented her monthly report and highlighted the Library's electrical bill savings due to the new LED lights installed in the last year. The Library has also decided to donate to charities selected by patrons and the Friends in lieu of summer reading prizes.

ACTION ITEMS

A. UNFINISHED BUSINESS

1. Trustee Oath of Office - Alicia Malec took the oath of office officially becoming a regular member of the Library's Board of Trustees.
2. Trustee Resignation - Gilmore accepted the resignation of Trustee Miller. Andel moved to adopt Ordinance 2020-1 Declare a Vacancy. Knight seconded the motion, all voted yes via roll call vote; motion carried.
3. Appoint Treasurer - Schmidt was named Treasurer Pro Tem for this April meeting.

4. Vacancy Candidate - Cann moved to discuss the vacancy openly without need to move to closed session. Knight seconded the motion, all voted yes via roll call vote; motion carried. The Board decided to appoint candidate two and if unable to serve, open the position to the public. Schmidt moved to appoint candidate Grotto to the open position. Andel seconded the motion, all voted yes via roll call vote; motion carried.
5. Strategic Plan Priorities - Gilmore reminded the Board to be prepared to share their top five priorities from the strategic plan.

B. NEW BUSINESS

1. Finance Policy - Schmidt moved to approve the sustainability statement provided by the Library's attorney. Malec seconded the motion, all voted yes via roll call vote; motion carried.
2. PC Purchase - Schmidt moved to table this agenda item. Knight seconded the motion, all voted yes via roll call vote; motion carried. Pappas will request the manufacturer extend the price quote deadline.
3. Level IV Pandemic Response - Pappas presented the Library's pandemic response procedures and requested the Board approve Level IV and continue to pay all staff. Schmidt moved to enact Level IV Pandemic Response as written and extend paying all staff until the next regular board meeting. Knight seconded the motion, all voted yes via roll call vote; motion carried. If necessary, the Board will address paying staff at the next regular meeting if a special meeting is not called sooner.
4. Families First Coronavirus Response Act - Pappas presented two policies to address this current act: Extended Family Medical Leave (eFML) and Emergency Paid Sick Leave (EPSL). Andel moved to approve the two policies. Malec seconded the motion, all voted yes via roll call vote; motion carried.
5. Resolution 2020-1 Delegating Authority - the Board did not take action. Pappas will clarify with the Library's attorney on the need for this resolution.

CLOSED SESSION: The Board did not adjourn to closed session.

ADJOURNMENT: Schmidt moved to adjourn; Knight seconded the motion. All voted yes via roll call vote. The meeting adjourned at 8:13 pm.

