

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
FEBRUARY 19, 2020

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of February 19, 2020, was called to order at 6:34 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. Pledge of Allegiance was recited. Roll call was conducted. Regular members present: Gilmore, Andel, Knight (Secretary Pro Tem), Cann, Schmidt. Absent: Miller. Staff present: Pappas, Hartley, Wold. Guests present: None.

PUBLIC COMMENT: None.

OTHER COMMENT:

Trustee Attendance at Community Events: Trustees discussed attendance at various events including the Library's Caddy Stacks fundraiser and Romeoville's State of the Village. The Friends of the Library have an upcoming election for secretary and treasurer.

CONSENT AGENDA: Gilmore accepted the regular minutes of the January 15, 2020 meeting and the Vacancy Ad Hoc Committee open and closed sessions minutes.

Schmidt moved approval of Bills Paid and Bills Payable for December for \$294,340.43 as follows: Payroll \$142,425.27, General Bills \$125,234.11, Other Compensation/Administrative Costs \$26,681.05. Andel seconded the motion, all voted yes via roll call vote; motion carried.

LIBRARY DIRECTOR'S REPORT: Pappas presented her board report including the updated Library newsletter, some of the Caddy Stacks earnings will be used to fund GoGo Gadgets inventory, and new statistics in the department reports.

ADJOURNMENT TO EXECUTIVE SESSION: Andel moved to adjourn to executive session pursuant to 5 ILCS 120/2 (c) (3) - Selection of Person to fill Public Office. Schmidt seconded the motion. All voted yes via roll call vote; motion carried.

The Board adjourned to executive session at 6:43 p.m. and returned from executive session at 8:39 p.m.

RECOMMENDATION FOR BOARD ACTION: The Board recommended the appointment of Alicia Malec to the vacant trustee position.

ACTION ITEMS

A. Unfinished Business

1. Trustee Vacancy - Schmidt moved to approve the appointment of Alicia Malec to the vacant trustee position. Cann seconded the motion, all voted yes via roll call vote; motion carried. Gilmore recommended Vicki Knight to serve as secretary, all agreed by voice vote.

B. New Business

1. Hometown Irish Parade - the Board will not enter this year, no motion needed
2. Approval for Friday night teen events - the Library is requesting blanket approval for various teen events held after hours instead of individual approval

for each event. The Board will receive notice of the after-hours events. An del moved to approve various teen programs held after hours on Fridays. Knight seconded the motion, all voted yes via voice vote; motion carried.

3. Approval for Giving Gala Attendance – the trustees attending will pay for their own attendance, no motion needed.
4. Memorandum of Understanding with the Friends of the Library – the Board reviewed the MOU signed by the Friends’ representatives. Schmidt moved to adopt the MOU. Knight seconded the motion, all voted yes via roll call vote; motion carried.
5. Out-of-State Conference Approval – the Library is seeking approval for two conferences: Leading the Way in Madison for two employees, IUG Conference in Minneapolis for one employee. An del moved to approve two out of state conferences not to exceed \$3,000.00 in total costs. Schmidt seconded the motion, all voted yes via roll call vote. Motion carried.
6. Employee Handbook – the Board reviewed the Handbook revisions. Knight moved to approve the revisions as presented. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

ADJOURNMENT: Schmidt moved to adjourn; Knight seconded the motion. All voted yes via voice vote, motion carried. The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Aimee Hartley
Recording Secretary

Vicki Knight
Board Secretary Pro Tem