

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
DECEMBER 16, 2020

CALL TO ORDER: The regular meeting of December 16, 2020 was called to order at 6:32 pm via remote access in the Library's Large Meeting Room at 15025 S. Illinois Street. Pledge of Allegiance was recite. Roll call was conducted. Library attendance: Regular member: Gilmore. Staff: Hartley, Kohn, Wold. Remote attendance: Regular members: Andel, Knight, Schmidt, Cann, Grotto, Malec. Regular members absent: None. Staff present: Pappas, Lane. Guest present: None.

PUBLIC COMMENT: None.

OTHER COMMENT: The Board recognized and thanked staff for their service to the Library and community: Head of Youth Services Veronica DeFazio, 10 years; Account Services Assistant Joann Larsen, 20 years; Shelving Assistant Sheilah Hyland, 15 years.

CONSENT AGENDA: Gilmore accepted the regular and closed meeting minutes of November 18, 2020.

APPROVAL OF BILLS PAID: Andel moved approval of bills paid and bills payable for November for a total of \$249,621.99. Malec seconded the motion, all voted yes via roll call vote; motion carried.

COMMITTEE REPORT: The Finance Committee will meet on January 13, 2021 at 6:30 pm. The Building & Grounds and Personnel Committees will set dates at the January regular meeting.

LIBRARY DIRECTOR'S REPORT: Reference & Reader Services Librarian Tina Beaird presented the Library's website collection *Will County: Preserving History's Heritage*. The digitized historic records project was supported by the Illinois State Library's Library Services and Technology Act grant.

Pappas presented her monthly report including the Village's preliminary plans for the Illinois St. streetscape extension and the new lockers are installed.

A. UNFINISHED BUSINESS

1. Strategic Plan – the quarters three and four updates will be presented to the Board at the regular January meeting.
2. Per Capita Grant – the Board read chapters 7 – 13 and relevant appendices from the Illinois Library Association's *Serving Our Public 4.0*. Pappas presented the checklists for those chapters
3. Building & Grounds Recommendations: Fire Panel – item is postponed until the regular January meeting.

B. NEW BUSINESS

1. Emergency Succession Plan –Grotto moved to approve the Emergency Succession Plan as presented. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

2. FFCRA Deadline Extension – Andel moved to approve the FFCRA Policy deadline extension to the end of the Library’s fiscal year. Grotto seconded the motion, all voted yes via roll call vote; motion carried.

CLOSED SESSION: Knight moved to adjourn to executive session pursuant to 5 ILCS 120/2 (c)(5) – Purchase or Lease of Real Property. Malec seconded the motion, all voted yes via roll call vote; motion carried.

The Board adjourned to closed session at 7:33 pm and returned at 7:46 pm.

RECOMMENDATION OF CLOSED SESSION: None.

ADJOURNMENT: Malec moved to adjourn; Schmidt seconded the motion. All voted yes via roll call vote. The meeting adjourned at 7:46 pm.

Aimee Hartley
Recording Secretary

Vicki Knight
Board Secretary