



BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
DECEMBER 21, 2022

CALL TO ORDER: The regular meeting of December 21, 2022 was called to order at 6:30 pm in the Library's Small Meeting Room at 15025 S. Illinois Street. Roll call was conducted. Regular members present: Gilmore, Schmidt, Grotto, Malec, McMurtrie, Puetz. Regular members absent: Knight. Staff present: Pappas, Agne, Hartley, Wold. Guest present: Representatives from SNHA, SMC, and Lauterbach & Amen, LLP.

SECRETARY PRO TEM: Schmidt served as Secretary Pro Tem in Knight's absence.

PUBLIC COMMENT: None.

OTHER COMMENT: Board discussed attendance at community events. The Board recognized Adult Services Librarian Tina Beard, Adult Services Specialist Colette Shelby, and Library Director Lisa Pappas for their twenty years of service at the Library.

CONSENT AGENDA: Gilmore accepted the minutes of the regular meeting of October 19, 2022, special meeting of October 26, 2022, and accept the closed session review report as presented.

APPROVAL OF BILLS PAID: Schmidt moved approval of bills paid and bills payable for October for a total of \$305,374.42 and for November for a total of \$355,765.88. McMurtrie seconded the motion, all voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: None.

LIBRARY DIRECTOR'S REPORT: Pappas will present her report.

ACTION ITEMS: Unfinished Business

1. Renovation Planning – McKay presented updated cost estimates. No action taken.
2. Village Updates – Pappas and McKay provided details from their meeting with the Village. No action taken.
3. 2023 Library Closings – Puetz moved to approve the 2023 Library Closings as presented. Grotto seconded the motion, all voted yes via voice vote. Motion carried.
4. Preventing Harassment Training Requirements – the Board will take the same annual preventing harassment training as Library staff.

ACTION ITEMS: New Business

1. Audit Presentation – McMurtrie moved to approve the audit as presented. Puetz seconded the motion, all voted yes via roll call vote; motion carried.
2. Policy Updates – Schmidt moved to approve the updates to the Employee Handbook as presented. McMurtrie seconded the motion, all voted yes via roll call vote; motion carried. Grotto moved to approve the changes to the Disaster & Emergency Plan and Emergency Closing Checklist. Puetz seconded the motion, all voted yes via roll call vote; motion carried. McMurtrie motioned to approve the updates to the Collection Policy and its appendix. Malec seconded the motion, all voted yes via roll call vote; motion carried. McMurtrie moved to approve the Social Media Policy. Grotto seconded the motion, all voted yes via roll call vote; motion carried.

ADJOURNMENT: Schmidt moved to adjourn. Puetz seconded the motion. All voted yes via voice vote. The meeting adjourned at 8:52 pm.

Aimee Hartley
Recording Secretary

Lisa Schmidt
Vice-President / Secretary Pro Tem