

**-CORRECTED-**

November 10, 2021

Minutes of the meeting of the Board of Trustees of the Skokie Public Library held in the Skokie Public Library Business and Community Center, Wednesday, November 10, 2021.

CALL TO ORDER

Mark Prosperi, President, called the meeting to order at 6:31 pm.

Members present: Mark Prosperi, President; Eugene Griffin, Vice President; Mira Barbir; Michelle Mallari (arrived at 7:02 pm); Noreen Winningham

Members absent: Shabnam Mahmood, Secretary

Staff present: Richard Kong, Director; Laura McGrath, Deputy Director; Blythe Trilling, Finance Manager; Suzy Rodela-Sulik, Administrative Assistant to the Director; Amy Koester, Learning Experiences Manager; Beth Dostert, Human Resources Manager.

Guests present: Josh Campanelli of Shales McNutt Construction in attendance; Ron Passarelli, attorney; Andrew Berman of Andrew Berman Architect in virtual attendance,

Observers present: None

COMMENTS FROM OBSERVERS

There were no observers present.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 13, 2021

Mr. Griffin made a motion, seconded by Ms. Barbir to approve the minutes of the regular meeting of October 13, 2021. A vote was taken and the minutes were approved unanimously and placed on file. The vote was 4 ayes and 0 nays.

DIRECTOR'S REPORT

The trustees discussed the progress of the roofing project, the LIRA all-member meeting, and current library staffing levels.

The Board noted the Director's Report.

CLOSED SESSION PURSUANT TO 5ILCS 120/2(c)(2) OF THE OPEN MEETINGS ACT

At 6:41 pm a motion was made by Ms. Barbir, seconded by Mr. Griffin:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES MOVE INTO CLOSED SESSION PURSUANT TO 5ILCS 120/2(c)(2) OF THE OPEN MEETINGS ACT TO DISCUSS COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES.

A roll call vote was taken and the motion passed unanimously. There were 4 ayes and 0 nays.

At 8:18 pm a motion was made by Ms. Barbir, seconded by Mr. Griffin:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES RETURN TO OPEN SESSION.

A roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

APPROVAL OF ARCHITECT FEE PROPOSAL FOR THE THIRD FLOOR MASTER PLAN

Mr. Andrew Berman of Andrew Berman Architect was in attendance. He explained that he believes there will be opportunities to take the third floor forward into the general culture of the first and second floors of the library with more collaboration and synergy.

A motion was made by Mr. Griffin, seconded by Ms. Winningham:

MOTION: TO APPROVE THE ARCHITECT FEE PROPOSAL FOR THE THIRD FLOOR MASTER PLAN AT A TOTAL COST OF \$36,000.

A roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

Mr. Berman left the meeting at 8:23 pm.

APPROVAL OF OCTOBER 2021 DISBURSEMENT REPORT

The Board reviewed the October 2021 Disbursement Report.

A motion was made by Ms. Barbir, seconded by Ms. Winningham:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE OCTOBER 2021 DISBURSEMENT REPORT, SUBJECT TO AUDIT.

The roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

APPROVAL OF ROOFING PROJECT PAY APP

Ms. Barbir commented that she is glad progress is being made and the project is on schedule. The Board reviewed the roofing project pay application.

A motion was made by Ms. Winningham, seconded by Ms. Barbir:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE ROOFING PROJECT PAY APPLICATION, SUBJECT TO AUDIT.

A roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

#### YEAR-TO-DATE BUDGETARY STATUS

The trustees noted the year-to-date budgetary status.

#### BALANCE SHEET FOR THE SIX MONTHS ENDING 10/31/21

Mr. Kong explained that the balance sheet is an overview provided halfway through the fiscal year. The trustees noted the balance sheet for the six months ending 10/31/21.

#### CONSENT AGENDA (Financial Statements; Reports; Gifts; Personnel)

Ms. Barbir noted that the borrowing of books has rebounded. Ms. McGrath added that it is encouraging especially considering the gate count.

Ms. Winningham made a motion, seconded by Ms. Mallari:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE FINANCIAL STATEMENTS, SUBJECT TO AUDIT, AND THAT THE FOLLOWING CONSENT AGENDA ITEMS BE PLACED ON FILE:

1. REPORTS;
2. PERSONNEL: HIRES: Amber Hayes, full-time Communications Coordinator, Communications and Multimedia Engagement, effective November 15, 2021; Andy Garcia, full-time Building Services Manager, Building Services, effective November 15, 2021; Amy Budzicz, full-time Information Services Supervisor, Learning Experiences, effective November 29, 2021; Demetrius Johnson, part-time Safety Officer, Safety, effective October 26, 2021; Cesar Moreno, part-time Patron Services Assistant, Patron Engagement, effective November 2, 2021; Eric Aponte, part-time Patron Services Assistant, Patron Engagement, effective November 8, 2021; DEPARTURES: Tim Murphy, full-time Building Services Manager, Building Services, effective October 27, 2021; Frances Kang, part-time Patron Services Assistant, Patron Engagement, effective November 13, 2021.

A vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

### APPROVAL OF ILLINOIS LIBRARIES PRESENT INTERGOVERNMENTAL AGREEMENT

The trustees asked some clarifying questions regarding the intergovernmental agreement. Mr. Griffin requested that Ms. McGrath provide exhibit A as mentioned in the agreement.

A motion was made by Mr. Griffin, seconded by Ms. Winningham:

MOTION: TO TABLE THE ILLINOIS LIBRARIES PRESENT  
INTERGOVERNMENTAL AGREEMENT.

A roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

### APPROVAL OF EXPIRING TOLLING AGREEMENT WITH IMET AND CLOSING IMET ACCOUNT

Mr. Kong explained that he consulted with the library attorneys and stated that they made the recommendation to discontinue the tolling agreement. The trustees asked some clarifying questions about the IMET agreement and the account.

A motion was made by Mr. Griffin, seconded by Ms. Winningham:

MOTION: TO ALLOW THE TOLLING AGREEMENT WITH IMET TO  
EXPIRE AND CLOSE THE IMET ACCOUNT

A roll call vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

### REACHING ACROSS ILLINOIS LIBRARY SYSTEM (RAILS)

The board noted the minutes from the RAILS Board meeting of September 24, 2021.

### COMMENTS FROM TRUSTEES

Ms. Winningham mentioned the Dolly Parton Imagination Library and noted that there is nothing like that in the Midwest and emphasized the importance of reinforcing literacy. Mr. Prospero mentioned the board vacancy and discussed moving forward with the process. Ms. Barbir requested that we continue this process for another month. Mr. Griffin agreed that the process should continue for another month. Mr. Prospero concurred. ~~Ms. Winningham added that people are tired or have other commitments.~~ **-See page 5 for correction-**

### ADJOURNMENT

At 8:50 pm a motion was made by Ms. Barbir, seconded by Ms. Mallari to adjourn the regular meeting. A roll call vote was taken and the motion passed unanimously.

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Shabnam Mahmood, Secretary

## COMMENTS FROM TRUSTEES

Corrected as follows:

Ms. Wunningham added that, during this time of the pandemic, community members may be tired and have other commitments, and this may be affecting the number of submissions for the open Board position.