

SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES

March 15, 2023 Meeting Minutes

Business and Community Center

CALL TO ORDER

Eugene Griffin, President, called the meeting to order at 6:33 pm.

Members present:

- Eugene Griffin, President; Noreen Winningman, Vice President; Shabnam Mahmood, Secretary; Mira Barbir; Michelle Mallari; Mary Pietrucha.

Staff present:

- Richard Kong, Director; Laura McGrath, Deputy Director; Leah White, Associate Director of Organizational Development; Blythe Trilling, Finance Manager; Suzy Rodela-Sulik, Administrative Assistant to the Director; Calin Muntean, Program Supervisor.

Guests present:

- Andrew Milleville of Grumman Butkus LLC.; Ron Passarelli; both participated remotely.

Observers present:

- None

COMMENTS FROM OBSERVERS

There were no comments from observers.

APPROVAL OF THE MINUTES OF THE FEBRUARY 15, 2023 REGULAR AND CLOSED MEETINGS

At 6:33 pm, Ms. Pietrucha made a motion, seconded by Ms. Winningham, to approve the minutes of the regular meeting of February 15, 2023. A vote was taken and the minutes were approved unanimously and placed on file. The vote was 6 ayes and 0 nays.

At 6:34 pm, Ms. Barbir made a motion, seconded by Ms. Mahmood, to approve the minutes of the closed meeting of February 15, 2023. A vote was taken and the minutes were approved unanimously and placed on file. The vote was 6 ayes and 0 nays.

DIRECTOR'S REPORT

Mr. Kong updated the trustees on the third-floor renovation, the upcoming legislative breakfast on April 14, 2023, and the recent safety-related concerns. The library is taking steps to examine security systems and protocols. A staff day is planned for safety training and drills. Mr. Kong also mentioned Ms. Patricia Kretchmer, a longtime library volunteer that recently passed away.

The trustees noted the Director's Report.

APPROVAL OF FEBRUARY 2023 DISBURSEMENT REPORT

The trustees asked some clarifying questions about the disbursement report.

At 6:57 pm, a motion was made by Ms. Barbir, seconded by Ms. Mahmood :

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE FEBRUARY 2023 DISBURSEMENT REPORT.

A roll call vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

CONSENT AGENDA

The trustees discussed the programming and circulation statistics.

At 7:10 pm, a motion was made by Ms. Winningham, 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. GIFTS:

\$40.00 from Leslie B. Goldstein.

3. PERSONNEL:

DEPARTURES:

Effective March 6, 2023:

Charlie Phillips, Experiential Learning Specialist, Learning Experiences.

A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

APPROVAL OF CHILLER REPLACEMENT BID

Mr. Kong introduced the trustees to Andrew Millville from Grumman Butkus. Mr. Millville has been very helpful in designing the project and assessing the bid results. The trustees asked some clarifying questions about the chiller replacement.

At 7:26 pm, a motion was made by Ms. Pietrucha, seconded by Ms. Winningham :

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE BID FROM OAK BROOK MECHANICAL SERVICES FOR THE CHILLER REPLACEMENT AT A TOTAL COST OF \$809,600.

A roll call vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays

Mr. Millville left the meeting at 7:27 pm.

APPROVAL OF STAFF DAY CLOSURE

Mr. Kong recommended board approval of the library closing for a staff day focused on safety training and drills. The trustees asked some clarifying questions.

At 7:35 pm, a motion was made by Ms. Mahmood, seconded by Ms. Mallari :

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE CLOSING OF THE LIBRARY ON FRIDAY, MAY 12, 2023 FOR A STAFF DAY.

A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

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

At 7:36 pm, a motion was made by Ms. Mahmood, seconded by Ms. Winningham :

- 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.

A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

ADJOURNMENT

At 9:50 pm a motion was made by Ms. Mallari, seconded by Ms. Winningham :

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

A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

Mr. Passarelli left the meeting at 9:50 pm.

APPROVAL OF TENTATIVE COLLECTIVE BARGAINING AGREEMENTS

At 9:51 pm a motion was made by Ms. Pietrucha, seconded by Ms. Mahmood :

- MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES
APPROVE THE TENTATIVE COLLECTIVE BARGAINING AGREEMENTS.

A roll call vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

COMMENTS FROM TRUSTEES

There were no comments from trustees.

ADJOURNMENT

At 9:51 pm, a motion was made by Ms. Winningham, seconded by Ms. Barbir, to adjourn the regular meeting. A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

Shabnam Mahmood, Secretary