

December 14, 2022

Minutes of the meeting of the Board of Trustees of the Skokie Public Library held in the Skokie Public Library Business and Community Center, December 14, 2022.

CALL TO ORDER

Mark Prosperi, President, called the meeting to order at 6:35 pm.

Members present: Mark Prosperi, President; Eugene Griffin, Vice President; Mira Barbir; Noreen Winningham; Mary Pietrucha.

Members absent: Michelle Mallari, Shabnam Mahmood.

Staff present: Richard Kong, Director; Laura McGrath, Deputy Director; Blythe Trilling, Finance Manager; Suzy Rodela-Sulik, Administrative Assistant to the Director; Calin Muntean, Program Supervisor.

Guests present: Jaslene Kaur of Lauterbach & Amen, LLP participated via video conference.

Observers present: None

COMMENTS FROM OBSERVERS

There were no comments from observers.

APPROVAL OF THE MINUTES OF REGULAR AND CLOSED MEETINGS OF NOVEMBER 9, 2022

At 6:35 pm, Ms. Winningham made a motion, seconded by Mr. Griffin, to approve the minutes of the regular and closed meetings of November 9, 2022. A vote was taken and the minutes were approved unanimously and placed on file. The vote was 5 ayes and 0 nays.

REVIEW OF CLOSED SESSION MINUTES OF: July 11, 2007; August 15, 2007; January 12, 2011; September 10, 2014; August 10, 2016; September 14, 2016; March 15, 2017; April 12, 2017; June 14, 2017; July 12, 2017; October 18, 2017; December 13, 2017; May 28, 2020; February 10, 2021; March 10, 2021; July 14, 2021; September 8, 2021; November 10, 2021; December 8, 2021; January 12, 2022; February 9, 2022; March 16, 2022; April 5, 2022; April 13, 2022; May 11, 2022; June 14, 2022; July 13, 2022; August 10, 2022; October 12, 2022; October 20, 2022

The Board reviewed the closed session minutes.

At 6:36 pm, Mr. Griffin made a motion, seconded by Ms. Barbir:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES FOLLOW THE LIBRARY ATTORNEY'S RECOMMENDATIONS ON WHETHER TO RELEASE OR KEEP CLOSED THE CLOSED SESSION MINUTES LISTED IN THE DECEMBER 2022 AGENDA WITH THE ADDITIONAL INSTRUCTIONS TO REDACT THE INDIVIDUAL NAMES OF FORMER EMPLOYEES AND ANY SPECIFIC MEDICAL CONDITIONS WHEN RELEASING THEM.

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

APPROVAL OF DESTRUCTION OF AUDIO RECORDINGS OF CLOSED SESSION MINUTES OF JANUARY 21, 2021; FEBRUARY 10, 2021; MARCH 10, 2021

At 6:37 pm, Ms. Pietrucha made a motion, seconded by Ms. Winningham, to approve the destruction of the audio recordings of the closed session minutes of January 21, 2021; February 10, 2021; and March 10, 2021. A vote was taken and the motion passed unanimously. The vote was 5 ayes and 0 nays.

APPROVAL OF DESTRUCTION OF AUDIO RECORDINGS OF OPEN SESSION MINUTES OF JANUARY 13, 2021; FEBRUARY 10, 2021; MARCH 10, 2021; APRIL 14, 2021; MAY 12, 2021; MAY 20, 2021

At 6:37 pm, Ms. Barbir made a motion, seconded by Mr. Griffin, to approve the destruction of the audio recordings of the closed session minutes of January 13, 2021; February 10, 2021; and March 10, 2021; April 14, 2021; May 12, 2021; May 20, 2021. A vote was taken and the motion passed unanimously. The vote was 5 ayes and 0 nays.

DIRECTOR'S REPORT

Mr. Kong provided an update about the recent hiring of Ms. Leah White, Associate Director of Organizational Development; ongoing work with Andrew Berman Architect; the library's 5-star rating in Library Journal magazine

and the Library Journal Director's Summit in Baltimore. The trustees asked some clarifying questions and noted the Director's Report.

APPROVAL OF NOVEMBER 2022 DISBURSEMENT REPORT

The trustees asked some clarifying questions about the disbursement report.

At 6:51 pm, a motion was made by Mr. Griffin, seconded by Ms. Pietrucha:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES
APPROVE THE NOVEMBER 2022 DISBURSEMENT REPORT.

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

CONSENT AGENDA

The trustees commented on the gate count.

At 6:52 pm, a motion was made by Ms. Barbir, seconded by Ms. Winningham:

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;
3. PERSONNEL:

HIRES:

Effective November 28, 2022:

Joe Hermiz, Community Engagement Liaison, Community Engagement.

Effective January 2, 2022:

Leah White, Associate Director of Organizational Development, Administration.

DEPARTURES:

Effective December 2, 2022:

Ben Heet, Access Services Assistant Manager, Access Services.

Effective December 9, 2022:

Beth Dostert, Human Resources Manager, Administration.

PROMOTIONS

Effective December 19, 2022:

Grace Menary-Winefield, Teen Services Librarian, Teen Services; previously Teen Services Specialist, Teen Services.

Effective December 12, 2022:

Susanne Angerer, Lead Materials Handler, Access Services; previously Materials Handler, Access Services.

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

ACCEPTANCE OF AUDIT FOR FISCAL YEAR 2022

Ms. Trilling introduced Jaslene Kaur of Lauterbach & Amen LLP, auditor for the fiscal year 2022 audit. Ms. Trilling commented that this year a management discussion and analysis was provided as previously requested by the board.

The trustees asked some clarifying questions about the audit.

At 7:03 pm, a motion was made by Mr. Griffin, seconded by Ms. Winningham:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES
ACCEPT THE AUDIT FOR FISCAL YEAR 2022.

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

APPROVAL OF 2023 LIRA INSURANCE RENEWAL

Mr. Kong provided an update on the business insurance coverages and renewal quote. The trustees asked some clarifying questions.

At 7:06 pm, a motion was made by Ms. Barbir, seconded by Ms. Pietrucha:

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES
APPROVE THE 2023 LIRA INSURANCE RENEWAL AT A TOTAL ANNUAL COST
OF \$122,263.

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 trustees noted the minutes of the RAILS October 28, 2022 board meeting.

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

At 7:07 pm, a motion was made by Ms. Winningham, 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.

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

ADJOURNMENT

At 8:22 pm a motion was made by Ms. Barbir, 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 5 ayes and 0 nays.

COMMENTS FROM TRUSTEES

Ms. Barbir thanked everyone for their work during these challenging times.

ADJOURNMENT

At 8:26 pm a motion was made by Mr. Griffin, seconded by Ms. Barbir, to adjourn the regular meeting. A vote was taken and the motion passed unanimously. There were 5 ayes and 0 nays.

Shabnam Mahmood, Secretary