

## **SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES**

### **January 11, 2023 Meeting Minutes**

Business and Community Center

#### **CALL TO ORDER**

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

#### **Members present:**

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

#### **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, Van Rosenbaum, Visual Design Supervisor (left meeting at 7:24 pm)

#### **Guests present:**

- Susan Prosperi (left the meeting at 7:24 pm; returned to the meeting at 7:59 pm)

#### **Observers present:**

- Lisa Khabeer (joined meeting at 6:35 pm, left meeting at 7:24 pm)

#### **COMMENTS FROM OBSERVERS**

There were no comments from observers.

#### **APPROVAL OF THE MINUTES OF THE DECEMBER 14, 2022 REGULAR AND CLOSED MEETINGS**

At 6:31 pm, Mr. Griffin made a motion, seconded by Ms. Barbir, to approve the minutes of the regular and closed meetings of December 14, 2022, as amended. A vote was taken and the minutes were approved unanimously and placed on file. The vote was 7 ayes and 0 nays.

#### **DIRECTOR'S REPORT**

Mr. Kong updated the trustees on the real estate tax revenues, budget planning, and the Skokie Chamber of Commerce Board Installation and Leadership Luncheon. The trustees asked some clarifying questions and noted the Director's Report.

#### **APPROVAL OF DECEMBER 2022 DISBURSEMENT REPORT**

The trustees asked some clarifying questions about the disbursement report.

At 6:35 pm, a motion was made by Ms. Pietrucha, seconded by Ms. Mahmood:

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

A roll call vote was taken and the motion passed unanimously. There were 7 ayes and 0 nays.

#### **CONSENT AGENDA**

The trustees commented on the gifts, circulation statistics, and gate count.

At 6:40 pm, a motion was made by Ms. Barbir, seconded by Mr. Griffin:

- 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:

\$100.00 from Robert Martin, in memory of Rose Laurie  
\$500.00 from Julie Heinzl, in memory of Rose Laurie  
\$500.00 from Pearson Management Group, Rose Laurie  
\$50.00 from Gretchen Wening, in honor of Eun Ki Park  
\$50.00 from Karla Keehn, in memory of Rose Laurie  
\$36.00 from Faye and Hillel Meyers  
\$100.00 from Tracey Deutsch  
\$25.00 from Laurie Derse, in memory of Neal Greenfield  
\$25.00 from Mary Shannon, in memory of Neal Greenfield  
\$500.00 from Brett Laurie, in honor of Rose Laurie  
\$25.00 from J. Ryan, in memory of Neal Greenfield  
\$100.00 from Miriam Pollack, in memory of Neal Greenfield and Kim Karsen  
\$25.00 from Naomi Yale, in memory of Neal Greenfield  
\$50.00 from Ellen and Bill DuPuy, in memory of Neal Greenfield  
\$300.00 from Evelyn Siegel, in appreciation of audiovisual and adult services

3. PERSONNEL:

HIRES:

Effective December 20, 2022:

Dominic Kang, part-time Materials Handler, Access Services.  
Sheena Roque, part-time Materials Handler, Access Services.  
Alexandra Muntean, part-time Materials Handler, Access Services.  
Mark Knabb, part-time Materials Handler, Access Services.

DEPARTURES:

Effective December 16:

Megan White, part-time Production Specialist: Photographer,  
Communications and Multimedia Engagement.

PROMOTIONS:

A vote was taken and the motion passed unanimously. There were 7 ayes and 0 nays.

**QUARTERLY INVESTMENT UPDATE**

The trustees asked some clarifying questions about interest rates and noted the quarterly investment update.

**APPROVAL OF REPLACEMENT OF DOMESTIC WATER BOOSTER PUMP SYSTEM**

The trustees asked some clarifying questions about the life span and warranty of the domestic water booster pump system.

At 6:49 pm, a motion was made by Ms. Winningham, seconded by Ms. Barbir:

- MOTION:: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE REPLACEMENT OF THE DOMESTIC WATER BOOSTER PUMP SYSTEM AT A TOTAL COST OF \$40,465.

A roll call vote was taken and the motion passed unanimously. There were 7 ayes and 0 nays.

### **DISCUSSION OF ART ACQUISITIONS PROCESS**

Mr. Kong introduced Van Rosenbaum, Visual Design Supervisor, to the trustees and provided a brief overview of their work at the library, and added that they've been working together to diversify the art collection. Ms. Winningham and Ms. Pietrucha expressed their interest in participating in the process. The trustees discussed and noted the art acquisitions process.

### **DISCUSSION OF BOARD VACANCY**

Mr. Kong updated the trustees on Board President Prosperi's intention to vacate his seat. He reminded the trustees that a new trustee must be appointed for the remainder of Mr. Prosperi's term. The trustees discussed the board vacancy.

### **REACHING ACROSS ILLINOIS LIBRARY SYSTEM (RAILS)**

The trustees noted the RAILS report.

- Ms. Khabeer, Ms. Prosperi, and Van Rosenbaum left the meeting at 7:24 pm.

### **CLOSED SESSION PURSUANT TO 5 ILCS 120/2(C)(2) OF THE OPEN MEETINGS ACT- COLLECTIVE NEGOTIATING MATTERS**

At 7:24 pm, a motion was made by Ms. Winningham, seconded by Ms. Mallari:

- 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 7 ayes and 0 nays.

### **ADJOURNMENT**

At 7:58 pm a motion was made by Ms. Barbir, seconded by Ms. Mallari:

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

A vote was taken and the motion passed unanimously. There were 7 ayes and 0 nays.

- Ms. Prosperi returned to the meeting at 7:59 pm.

### **COMMENTS FROM TRUSTEES**

There were no comments from trustees.

### **ADJOURNMENT**

At 8:00 pm, a motion was made by Ms. Winningham, seconded by Ms. Mahmood, to adjourn the regular meeting. A vote was taken and the motion passed unanimously. There were 7 ayes and 0 nays.

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Shabnam Mahmood, Secretary