

January 12, 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, Wednesday, January 12, 2022.

CALL TO ORDER

Mark Prosperi, President, called the meeting to order at 06:45 pm.

Members present: Mark Prosperi, President; Eugene Griffin, Vice President (stepped out of the meeting at 9:14 pm and returned at 9:19 pm); Shabnam Mahmood, Secretary participated remotely via video conference, Mira Barbir participated remotely via video conference; Michelle Mallari; Noreen Winningham.

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

Observers present: Jarrett Dapier.

COMMENTS FROM OBSERVERS

Mr. Dapier, Evanston resident and former staff member, addressed the Board and expressed his concern regarding the library's decision to hold the SEIU Local 73 collective bargaining meeting in person instead of remotely due to current pandemic conditions. Mr. Dapier also address the board regarding the Temporary Sick Leave Policy and urged the board to pass permanent sick pay and to hold collective bargaining meetings virtually.

Mr. Dapier left the meeting at 6:57 pm.

Public Comment submitted by email:

David Sutherland urged the library to immediately implement a permanent sick leave policy for part-time and full-time staff.

Violet Fox urged the Board to reinstate paid sick leave on a permanent basis for library staff.

Sarah Hartman-Seeksin urged the library to implement sick time for all library staff.

Crystal Johnson urged the Board to consider implementing reciprocal borrowing with the Chicago Public Library system.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING AND CLOSED MEETINGS OF DECEMBER 08, 2021

The minutes of the regular meeting of December 08, 2021, were corrected on page 4, under the ACCEPTANCE OF AUDIT FOR FISCAL YEAR a typo to be corrected from “A motion was made by seconded by Ms. Winningham, seconded by Ms. Barbir” to read: “A motion was made by Ms. Winningham, seconded by Ms. Barbir:”

Mr. Griffin made a motion, seconded by Ms. Mallari to approve the minutes of the regular meeting of December 08, 2021, as corrected. A vote was taken and the minutes were approved unanimously as corrected and placed on file. The vote was 6 ayes and 0 nays.

Ms. Mallari made a motion, seconded by Mr. Griffin to approve the minutes of the closed meeting of December 08, 2021. 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 discussed the temporary closing of the library café in support of the newly released Village Proof of Vaccination Order that applies to indoor settings where food or drink are served such as restaurants, bars, entertainment venues, and fitness facilities; the roofing project progress; the annual review; the library’s EDI work; and the upcoming ILA Legislative meeting.

Mr. Prosperi asked if the Proof of Vaccination Order applied to the library. Mr. Kong responded that it did not. Ms. Mallari complimented the library’s work and progress from the annual review.

The Board noted the Director’s Report.

#### APPROVAL OF ROOFING PROJECT PAY APP

The Board reviewed the roofing project pay application and asked some clarifying questions.

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

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE ROOFING PROJECT PAY APPLICATION AT A TOTAL COST OF \$591,732.73, SUBJECT TO AUDIT.

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

#### APPROVAL OF DECEMBER 2021 DISBURSEMENT REPORT

The trustees asked some clarifying questions about the disbursement report.

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

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

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

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

The trustees discussed bookmobile adult circulation statistics, permanent signage for bookmobile stops and doing a feature piece on the bookmobile schedule in an upcoming newsletter.

Mr. Griffin made a motion, 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: \$50 from Michael and Amy Cronin in memory of Thomas Thompson; \$300 from Evelyn Siegel; \$350 from Joseph and Mary Plache; \$40 from Ann Cooke
3. PERSONNEL:

HIRES: SUSAN ANGERER, PART-TIME MATERIALS HANDLER, ACCESS SERVICES, EFFECTIVE DECEMBER 17, 2021. IRMA CONTRERAS, PART-TIME CUSTODIAN, BUILDING SERVICES, EFFECTIVE DECEMBER 20, 2021. AMBER ILISIE, PART-TIME ADVISORY SPECIALIST, PATRON ENGAGEMENT, EFFECTIVE JANUARY 6, 2022.

PROMOTIONS: CARL CUTLER, FULL-TIME BOOKMOBILE SUPERVISOR, COMMUNITY ENGAGEMENT, EFFECTIVE DECEMBER 20, 2021.

DEPARTURES: TARAL TALATI, PART-TIME MATERIALS HANDLER, ACCESS SERVICES, EFFECTIVE DECEMBER 19, 2021; LULU ALBATTAT, PART-TIME PATRON SERVICES ASSISTANT, PATRON ENGAGEMENT, EFFECTIVE JANUARY 23, 2022; ELI OWENS, PART-TIME EXPERIENTIAL LEARNING SPECIALIST, LEARNING EXPERIENCES, EFFECTIVE JANUARY 2, 2022

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

QUARTERLY INVESTMENT UPDATE

The Board asked some clarifying questions and noted the quarterly investment update.

APPROVAL OF CARPET CLEANING SERVICE

Mr. Kong recommended the Board approve the proposal from Millicare Commercial Carpet Care at \$19,333 per year.

The trustees discussed the proposals and asked some clarifying questions.

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

MOTION: TO APPROVE THE PROPOSAL FROM MILLICARE COMMERCIAL CARPET CARE AT \$19,333 PER YEAR.

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

2021 EDI PROGRESS SUMMARY

The trustees discussed and asked some clarifying questions. The Board noted the EDI Progress Summary.

APPROVAL OF EXTENSION OF TEMPORARY SICK LEAVE POLICY

The trustees discussed the Extension of the Temporary Sick Leave Policy and asked some clarifying questions.

Mr. Kong recommended Board approval of the Extension of the Temporary Sick Leave Policy.

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

MOTION: THAT THE SKOKIE PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE THE EXTENSION OF THE TEMPORARY PAID SICK LEAVE POLICY AS PRESENTED.

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

CLOSED SESSION PURSUANT TO 5 ILCS 120/2(c)(3) OF THE OPEN MEETINGS ACT

At 7:56 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)(3) OF THE OPEN MEETINGS ACT TO CONSIDER THE SELECTION OF A PERSON TO FILL A VACANCY IN A PUBLIC OFFICE.

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

The Board interviewed and discussed the candidates for the open Trustee positions.

Mr. Griffin stepped out of the meeting at 9:14 pm.

ADJOURNMENT

At 9:15 pm a motion was made by Ms. Winningham, 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 5 ayes and 0 nays.

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

At 9:22 pm a motion was made by Ms. Barbir, 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 TO DISCUSS COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES

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

ADJOURNMENT

At 10:01 pm a motion was made by Mr. Griffin, 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 6 ayes and 0 nays.

REACHING ACROSS ILLINOIS LIBRARY SYSTEM (RAILS)

There was no RAILS report.

COMMENTS FROM TRUSTEES

Ms. Winningham thanked everyone for their work on this long and hard day.

ADJOURNMENT

At 10:03 pm a motion was made by Ms. Barbir, seconded by Ms. Winningham to adjourn the regular meeting. A vote was taken and the motion passed unanimously. There were 6 ayes and 0 nays.

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Shabnam Mahmood, Secretary