



MINUTES

Board of Trustees- Hybrid Meeting

Meeting Date: January 20, 2022

6:00 PM – Black Road Branch – Meeting Room F & E

1. Convene and Call to Order

A special meeting of the Board of Trustees of the Joliet Public Library was held on January 22, 2022. The meeting convened at 6:00 p.m. with President Lynn Samalea presiding.

2. Pledge of Allegiance

Josh Phillips led the group in the Pledge of Allegiance

3. Roll Call of Trustees

Trustees present: Nancy Henricksen, Emmie Ostrem, Lynn Samalea, Essie Chavez, Gail Gawlik, Elaine Bottomley, Kelly Rohder-Tonelli.

Dr. Jack Markley arrived at 6:05, Diane Harris arrived at 6:30

Trustees Absent: None.

Staff members attending were Megan Millen, Jim Deiters, Dana Perry, Mallory Hewlett, Brittney Campbell, Laura Yanchick and Josh Phillips.

4. Agenda Revision and Approval

MOTION: Nancy Henricksen moved and Kelly Rohder-Tonelli seconded to accept the agenda as presented. The motion passed unanimously with the following trustees voting “aye” Henricksen, Samalea, Chavez, Gawlik, Ostrem, Rohder-Tonelli and Bottomley

5. Minutes Review, Revision, and Approval

Special Board Meeting- December 22nd, 2021

MOTION: Essie Chavez moved and Gail Gawlik seconded to approve the minutes from December 22nd, 2021. The motion passed unanimously with the following trustees voting “aye” Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley.

6. Treasurers Report

MOTION: Elaine Bottomley moved and Nancy Henricksen seconded to accept and authorize for payment the 12/16/2021 and 1/20/2022 Accounts Payable for \$187,843.99, the Checks Written since Last Board Meeting on 11/18/2021 in the amount of \$1,656,731.99 and the Electronic Payroll Transfers on 11/26/2021, 12/10/2021, 12/24/2021 and 1/07/2022 in the amount of \$478,719.12 for a Total Accounts Payable of \$2,323,295.10. The motion passed unanimously with the following trustees voting "aye": Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley.

MOTION: Elaine Bottomley moved and Jack Markley seconded to accept and file for audit the 12/16/2021 and 1/20/2022 Balance Sheet, the Report of Accounts, Cash Drawers, and Tax Distribution. The motion passed unanimously with the following trustees voting "aye": Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley.

7. Public Participation on Action Items- None.

8. Executive Directors Report -

A complete Report was included in the Board Packet. Following, are some highlights of her report-

After 37 weeks in Phase one, we are officially moved into Phase 2 of Project Burnham. We look forward to inviting key Joliet area officials for tours of the Burnham side.

Back by popular demand, Star Wars Day will be back on June 4, 2022. We will be working with a team of Joliet agencies to host this large event.

9. Deputy Directors Report –

A complete Report was included in the Board Packet. Following, are some highlights of his report-

Illinois Legislative Meet up is scheduled to proceed via Zoom on Friday, February 4th.

A task force is in place to look holistically at JPL's past practices with staff compensation. The end goal is the incorporation of a standardized annual practice starting with FY23.

Deputy Director Deiters commended our circulation department at BRB for providing excellent service at our drive-thru. During the 6 months when it was (newly) opened in 2020 there were 441 drive thru interactions, in 2021 there were over 13,000 drive thru interactions.

10. Unfinished Business – None.

11. New Business---

- **Review Chapters 8-10 of Serving our Public 4.0**
- **Motion to approve Board of Trustee Meeting Schedule for 2022**
Elaine Bottomley moved and Dr. Jack Markley seconded to approve the Board of Trustee Meeting Schedule for 2022.
The motion passed with the following trustees voting “aye:
Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley.
- **Motion to approve the 2022 Contract with Book and Bean Café in the amount of \$400 monthly**
Dr. Jack Markley moved and Gail Gawlik seconded to approve the 2022 Contract with Book and Bean Café in the amount of \$400 monthly.
The motion passed with the following trustees voting “aye:
Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley.
- **Motion to approve IGA for Illinois Libraries Presents: Intergovernmental Agreement for Joint Purchasing of Library Programming, Events and Services**
- Gail Gawlik moved and Nancy Henricksen seconded to approve IGA for Illinois Libraries Presents: Intergovernmental Agreement for Joint Purchasing of Library Programming, Events and Services.
The motion passed with the following trustees voting “aye:
Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley.

12. Public Participation--- None.

13. Staff Reports –

Communications Assistant Amanda Wijangco is departing for a full time position at Joliet Junior College in the Communications Department. We are proud of Amanda and wish her the very best. Mallory began interviews for the Special Project Coordinator role. Mallory started attending PinMark meetings, which is a new committee consisting of all the Pinnacle Library Marketing staff. She is excited to collaborate with them moving forward.

14. Announcements- None.

15. Adjournment

MOTION: Dr. Jack Markley moved and Kelly Rohder-Tonelli seconded to adjourn the meeting at 6:34 p.m. The motion passed with the following trustees voting “aye: Rohder-Tonelli, Chavez, Gawlik, Ostrem, Henricksen, Samalea, Bottomley, Markley, Harris.

Gail Gawlik
Secretary, Gail Gawlik

Feb. 17 2022
Date