

MINUTES

Board of Trustees

Meeting Date: April 15, 2021

7:00 PM – Black Road Branch – Meeting Room E & D

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held on April 15th, 2021. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

2. Pledge of Allegiance

Catherine Y. Adamowski led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Jack Markley, Nancy Henricksen, Lynn Samalea, Elaine Bottomley, Kelly Rohder-Tonelli, Gail Gawlik, Diane Harris. Essie Chavez called in.

Emmie Ostrem arrived at 7:05 p.m.

Staff members attending were Megan Millen, Catherine Y. Adamowski, Laura Yanchick, Dawn Ritter, and Dana Perry.

4. Agenda Revision and Approval

MOTION: Lynn Samalea moved and Diane Harris seconded to accept the agenda as presented. The motion passed unanimously via voice vote.

5. Minutes Review, Revision, and Approval

Board of Trustees- March 18th

MOTION: Diane Harris moved and Lynn Samalea seconded to approve the minutes from March 18th, 2021, with changes made to Action Item #5. The motion passed unanimously with the following trustees voting “aye”: Henricksen,

Samalea, Chavez, Ostrem, Bottomley, Rohder-Tonelli, Gawlik, Harris and Markley.

6. Treasurer's Report

MOTION: Gail Gawlik moved and Jack Markley seconded to accept and authorize for payment the 4/15/2021 Accounts Payable for \$76,254.60, the Checks Written since Last Board Meeting on 3/18/2021 in the amount of \$116,921.10 and the Electronic Payroll Transfers on 3/19/2021, 4/02/2021 in the amount of \$245,370.55, for a Total Accounts Payable of \$438,816.25. The motion passed unanimously with the following trustees voting "aye": Henricksen, Samalea, Chavez, Ostrem, Bottomley, Rohder-Tonelli, Gawlik, Harris and Markley.

MOTION: Gail Gawlik moved and Diane Harris seconded to accept and file for audit the 4/15/2021 Balance Sheet, the Report of Accounts and Cash Drawers. The motion passed unanimously with the following trustees voting "aye": Henricksen, Samalea, Chavez, Ostrem, Bottomley, Rohder-Tonelli, Gawlik, Harris and Markley.

7. Public Participation (Regarding the current agenda's ACTION ITEMS)—
None.

8. Executive Director's Report---Megan Millen

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

Phase 0 of Project Burnham is well underway and ahead of schedule. May 3rd will welcome Phase 1 along with resuming normal hours at BRB (9am- 9pm) Ottawa St. will continue to operate on limited hours, opening at 11:00, which will allow the construction process to stay on track.

Bi-weekly meetings will take place every other Wednesday with the construction management firm, SMC. Updates will be provided to Leadership and some will be posted to our personal staff Blog.

HR Source conducted a survey and provided us with an updated compensation study, we have updated our salary scale to reflect that.

9. Deputy Director's Report---Catherine Y. Adamowski

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

Black Road Branch continues to stay busy, revitalizing its space. Creating a wider, open view of the building, housing some of the newer items in the front of the building, and a lowered self-check station are some of the changes on the horizon.

10.Unfinished Business--- None.

11.New Business-

ACTION ITEMS:

- **Approval to send letter to Mayor O'Dekirk regarding Library Trustee Terms**

Diane Harris moved and Gail Gawlik seconded to approve sending the Library Trustee Reappointment Letter to the Mayor.
The motion passed unanimously via voice vote.

- **Motion to approve New Pay Grade Assignments**

Jack Markley moved and Emmie Ostrem seconded to Approve the New Pay Grade Assignments
The motion passed unanimously with the following trustees voting "aye":
Henricksen, Samalea, Chavez, Ostrem, Bottomley, Rohder-Tonelli,
Gawlik, Harris and Markley.

12. Public Participation--- None.

13. Staff Reports---

Youth Services Manager, Laura, informed the Board on updates regarding Summer Reading, Programs in the Park and other passive programs we will be offering this summer.


Adult Services Manager, Dawn, has kept her department busy by finishing some long term projects along with new ELL Classes, programming and planning a collection movement at BRB.

14. Announcements-

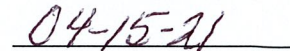
The Board and staff were reminded of the Luminary Award for the late Jim Johnston. Donations can be made on the ILA website.

15. Adjournment

MOTION: Lynn Samalea moved and Jack Markley seconded to adjourn the meeting at 7:40 p.m. The motion passed unanimously via voice vote.



President, Nancy Henriksen



Date