

MINUTES

Board of Trustees

Meeting Date: December 17, 2020

Virtual and In Person Board Meeting

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held via Zoom and in person on December 17th, 2020. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

2. Pledge of Allegiance

Laura Yanchick led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

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

Trustees Absent: Diane Harris

Staff members attending were Megan Millen, Catherine Y. Adamowski, Laura Yanchick, Mallory Hewlett, Jack Kelderhouse, Dawn Ritter, Janie Rodriguez and Dana Perry.

Also in attendance was Shaun Kelly from Engberg Anderson

4. Agenda Revision and Approval

MOTION: Lynn Samalea moved and Gail Gawlik seconded to accept the agenda as presented. The motion passed unanimously with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli.

5. Minutes Review, Revision, and Approval

Regular Board Meeting—November 19th, 2020

MOTION: Lynn Samalea moved and Kelly Rohder-Tonelli seconded to approve the minutes of the November 19th, regular Board meeting. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli.

6. Treasurer’s Report

MOTION: Gail Gawlik moved and Jack Markley seconded to accept and authorize for payment the 12/17/2020 Accounts Payable for \$95,049.15, the Checks Written since Last Board Meeting on 11/19/2020 in the amount of \$244,714.58 and the Electronic Payroll Transfers for 11/27/2020, 12/11/2020 in the amount of \$233,716.60, for a Total Accounts Payable of \$573,480.33. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli.

MOTION: Gail Gawlik moved and Emmie Ostrem seconded to accept and file for audit the 12/17/2020 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli.

7. Public Participation (Regarding the current agenda’s ACTION ITEMS)--None

8. Project Burnham Update from Engberg Anderson

Shaun Kelly presented a power point of updated renderings for Project Burnham.

9. Executive Director’s Report---Megan Millen

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

Project Burnham goes to bid on January 4. A special meeting will be held in early February to vote on winning bid packages.

We created a policy to extend FFRCA (Families First Coronavirus Response Act).

Our FY2021 Budget passed at the December 15th City Council Meeting.

Per Capita Grant requirement is to review all 11 chapters of the new Serving Our Public 4.0 state standards. Chapters will be included in board packets and discussed at the next few board meetings.

Quarterly Strategic Plan Update:

Implement master plan for library renovations, remodeling, and expansion.

This goal has been actively underway this quarter. Finalization of designs, drawings and coordination between architect and construction manager makes Project Burnham an actual reality.

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

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

Updates were provided on our eResources.

Coming in January 2021, we will launch Comics Plus, an all ages graphic novel and comics resource.

11. Unfinished Business--- None.

12. New Business-

The Board reviewed and discussed Chapters 1-3 of Serving Our Public 4.0 for the Per Capita Grant application.

ACTION ITEMS:

- **Motion to approve BRB Switch Upgrade with Current Technologies Corp. in the amount of \$23,269.92**

Jack Markley moved and Lynn Samalea seconded to approve BRB Switch Upgrade with Current Technologies Corp. in the amount of \$23,269.92

The motion passed unanimously with the following trustees voting "aye"
Heckricksen, Samalea, Chavez, Markley, Gawlik, Ostrem, Bottomley, Rohder-Tonelli

- **Motion to approve FFCRA Extension**

Gail Gawlik moved and Emmie Ostrem seconded to approve Families First Coronavirus Response Act Extension.

The motion passed unanimously with the following trustees voting "aye" Heckricksen, Samalea, Chavez, Markley, Gawlik, Ostrem, Bottomley, Rohder-Tonelli

- **Motion to approve the revised Computer and Internet Policy**

Kelly Rohder-Tonelli moved and Jack Markley seconded to approve the revised Computer and Internet Policy.

The motion passed unanimously with the following trustees voting "aye" Heckricksen, Samalea, Chavez, Markley, Gawlik, Ostrem, Bottomley, Rohder-Tonelli

13. Public Participation--- None.

14. Staff Reports---

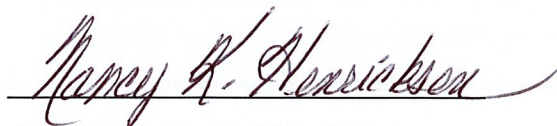
Our Communications department is launching a new service called Library Aware in January.

Youth Services announced a winter reading challenge through our new Beanstack software, which we will also be using for the summer reading challenge for the next few years. The Challenge will run January 1st-January 31st for all ages.

15. Announcements---

16. Adjournment

MOTION: Lynn Samalea moved and Jack Markley seconded to adjourn the meeting at 8:02 p.m. The motion passed unanimously with the following trustees voting "aye": Bottomley, Rohder-Tonelli, Henricksen, Samalea, Chavez, Gawlik, Markley and Ostrem.



President, Nancy Henricksen

01-21-21

Date