

MINUTES

Board of Trustees

Meeting Date: February 18, 2021

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 February 18th, 2021. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

2. Pledge of Allegiance

Dawn Ritter led the group in the Pledge of Allegiance. President Henricksen requested a moment of silence in honor and memory of James R. Johnston, former longtime JPL Director.

3. Roll Call of Trustees

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

Gail Gawlik arrived at 7:07 p.m.

Trustees Absent: None

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

Also in attendance were Shaun Kelly (Engberg Anderson) and Josh Campanelli (SMC) and library patron, Tom Nolan.

4. Agenda Revision and Approval

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

5. Minutes Review, Revision, and Approval

Regular Board Meeting—January 21st, 2021

MOTION: Diane Harris moved and Kelly Rohder-Tonelli seconded to approve the minutes of the January 21st, regular Board meeting, with 3 revisions made. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Harris, Ostrem, Bottomley, Rohder-Tonelli.

6. Treasurer’s Report

MOTION: Lynn Samalea moved and Jack Markley seconded to accept and authorize for payment the 2/18/2021 Accounts Payable for \$60,969.72, the Checks Written since Last Board Meeting on 1/21/2021 in the amount of \$369,587.11 and the Electronic Payroll Transfers for 1/22/2021, 2/05/2021 in the amount of \$242,979.08, for a Total Accounts Payable of \$673,535.91. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Harris, Ostrem, Bottomley, Rohder-Tonelli.

MOTION: Gail Gawlik moved and Diane Harris seconded to accept and file for audit the 2/18/2021 Balance Sheet, the Report of Accounts and Cash Drawers. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli, Harris.

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-

The majority of our bidding process for Project Burnham is now complete. Cabling through E-Rate, moving services and furniture and fixtures have yet to be bid out.

A task force has been created to determine what spaces will be available for naming rights after the remodel is complete.

Leadership continues to review our services on a monthly basis. A limited number of chairs are being added to carrels at both branches, starting February 22nd. Materials will be quarantined for 24 hours, allowing us to free up space in our meeting rooms, and eventually allow limited programming, when we're able to do so.

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

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

Cards for Kids Act has launched us forward implementing library cards for students and educators across Joliet, serving all students equally. We have made great headway with local schools.

Updates were provided on the launch of new eMagazine service, Overdrive Magazines.

10. Unfinished Business--- None.

11. New Business-

The Board reviewed and discussed Chapters 8-13 of Serving Our Public 4.0 for the Per Capita Grant application.

ACTION ITEMS:

- **Motion to approve Alternate #3 in the amount of \$57,570.00**
Jack Markley moved and Lynn Samalea seconded to approve Alternate #3 in the amount of \$57,570.00
The motion passed unanimously with the following trustees voting "aye"
Henricksen, Samalea, Chavez, Markley, Gawlik, Ostrem, Bottomley, Rohder-Tonelli, Harris.
- **Motion to approve Alternate #5 in the amount of \$38,745.00**
Gail Gawlik moved and Emmie Ostrem seconded to approve Alternate #5 in the amount of \$38,745.00
The motion passed unanimously with the following trustees voting "aye"
Henricksen, Samalea, Chavez, Markley, Gawlik, Ostrem, Bottomley, Rohder-Tonelli, Harris.
- **Motion to approve Alternate #6 in the amount of \$51,780.00**
Kelly Rohder-Tonelli moved and Jack Markley seconded to approve Alternate #6 in the amount of \$51,780.00

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

- **Motion to waive FY20202 rent for Book and Bean Café**

Jack Markley moved and Gail Gawlik seconded to approve waiving
FY2020 rent for Book and Bean Café.

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

12. Public Participation--- None.

13. Staff Reports---

Dawn, Adult Services Manager, provided some 2021 program updates, including
partnership with Joliet Area Historical Museum.

Laura, Youth Services Manager, talked about their literacy packs and fun
upgrades added to the 1000 Books before Kindergarten.

14. Announcements---

Director Millen is considering holding an in person meeting in March, as it will be
the last time the board will hold a meeting at Ottawa St. Branch in its current
configuration.

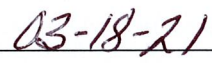
Will County has sent out electronic filing request for Statement of Economic
Interest. All trustees are required to file.

15. Adjournment

MOTION: Lynn Samalea moved and Diane Harris seconded to adjourn the
meeting at 8:17 p.m. The motion passed unanimously with the following trustees
voting "aye": Bottomley, Rohder-Tonelli, Henricksen, Samalea, Chavez, Gawlik,
Markley, Harris, and Ostrem.



President, Nancy Henricksen



Date