

## **MINUTES**

Board of Trustees

Meeting Date: January 21<sup>st</sup>, 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 January 21<sup>st</sup>, 2021. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

### **2. Pledge of Allegiance**

Elaine Bottomley 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, Diane Harris, Elaine Bottomley. Kelly Rohder-Tonelli had technical difficulties and entered at 7:04.

Trustees Absent: None

Staff members attending were Megan Millen, Catherine Y. Adamowski, Laura Yanchick, Joe Masters, Vanessa Padilla 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 with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Harris, Ostrem, Bottomley, Rohder-Tonelli.

## **5. Minutes Review, Revision, and Approval**

Regular Board Meeting—December 17<sup>th</sup>, 2020

**MOTION:** Jack Markley moved and Gail Gawlik seconded to approve the minutes of the December 17<sup>th</sup>, regular Board meeting. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Harris, 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 1/21/2021 Accounts Payable for \$105,555.63, the Checks Written since Last Board Meeting on 12/17/2020 in the amount of \$162,345.48 and the Electronic Payroll Transfers for 12/24/2020, 1/08/2021 in the amount of \$234,285.89, for a Total Accounts Payable of \$502,187.00. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Ostrem, Bottomley, Rohder-Tonelli, Harris.

**MOTION:** Gail Gawlik moved and Diane Harris seconded to accept and file for audit the 1/21/2021 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, 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-

Project Burnham went to bid on January 4<sup>th</sup>, bids are due by January 22<sup>nd</sup> for a virtual bid opening. A Special Board meeting will be held on February 4<sup>th</sup> to present and approve the winning bids.

Tonight the board will be voting on the 2021 Board of Trustees meeting schedule. February will continue virtually but an in person meeting may be held in March, as it will mark the last time we meet as a body at OSB in its current configuration.



Project Burnham Ceremonial Committee, chaired by Dana, will plan a ceremony for our "ground breaking" and grand opening.

Library services to patrons continue to change with the ongoing pandemic. IT and Building Services worked swiftly to mirror each computer workstation, allowing staff to assist patrons from a safe distance.

Executive Director Millen will be giving a tour of the downtown Library to new City Manager, Jim Capparelli.

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

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

Public Services Managers began discussions on 2021 plans for Project Burnham renovations, ensuring the right sizing of our collection.

We are thrilled to announce a new partnership between Joliet Public Library and Rockdale Grade School, made possible in large part to the passing of House Bill 2096 "Cards for Kids Act".

Beginning next week, all residents of Rockdale who are students of Rockdale School District 84 (Rockdale Elementary) are now eligible for Joliet Public Library student cards at no additional cost to the household. Rockdale School District 84 educators will also receive library cards at no cost.

#### **10. Unfinished Business--- None.**

#### **11. New Business-**

The Board reviewed and discussed Chapters 4-7 of Serving Our Public 4.0 for the Per Capita Grant application.

#### **ACTION ITEMS:**

- **Motion to approve the 2021 Library Board of Trustees Meeting Schedule**  
Diane Harris moved and Jack Markley seconded to approve the 2021 Library Board of Trustees Meeting Schedule

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

**12. Public Participation---** None.

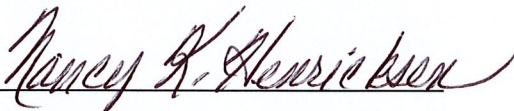
**13. Staff Reports---**

Laura Yanchick spoke about using the new virtual resources to become indispensable to teachers. Some of our new services include the Comics Plus and Tumblebooks resources, which have been very helpful to classes, and teachers seem very excited about.

**14. Announcements---** Previous Administrative Coordinator, Deb Fowler, congratulated JPL Staff and Board of Trustees on Project Burnham and wishes everyone a safe and happy 2021.

**15. Adjournment**

**MOTION:** Emmie Ostrem moved and Jack Markley seconded to adjourn the meeting at 8:08 p.m. The motion passed unanimously with the following trustees voting "aye": Bottomely, Rohder-Tonelli, Henricksen, Samalea, Chavez, Harris, Gawlik, Markley and Ostrem.



President, Nancy Henricksen



Date