



MINUTES

Board of Trustees

Meeting Date: June 18th, 2020

Virtual Board Meeting

Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held via Zoom on June 18th, 2020. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

1. Pledge of Allegiance

Emmie Ostrem led the group in the Pledge of Allegiance.

2. Roll Call of Trustees

Trustees present: Dr. John Markley, Nancy Henricksen, Lynn Samalea, Gail Gawlik, Essie Chavez, Diane Harris and Emmie Ostrem

Staff members attending were Megan Millen, Catherine Adamowski, Jack Kelderhouse, Laura Yanchick, Linda Ling, Keisha Mandara, Vanessa Padilla, Janie Rodriguez and Dana Perry. Also in attendance were Shaun Kelly and Sarah Ponto from Engberg Anderson

3. Agenda Revision and Approval

MOTION: Lynn Samalea moved and Jack Markley seconded to accept the agenda. The motion passed unanimously with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

4. Minutes Review, Revision, and Approval

Regular Board Meeting—May 21st, 2020

MOTION: Emmie Ostrem moved and Lynn Samalea seconded to approve the minutes of the May 21st regular Board meeting. The motion passed unanimously with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

5. Treasurer's Report

MOTION: Gail Gawlik moved and Lynn Samalea seconded to accept and authorize for payment the 6/18/2020 Accounts Payable for \$79,967.27, the Checks Written since Last Board Meeting on 5/21/2020 in the amount of \$118,480.36 and the Electronic Payroll Transfers for 5/29/2020 and 6/12/2020 in the amount of \$246,136.22, for a Total Accounts Payable of \$444,583.85. The motion passed unanimously with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

MOTION: Gail Gawlik moved and Jack Markley seconded to accept and file for audit the 6/18/2020 Balance Sheet, the Report of Accounts, Tax Distribution and Cash Drawers. The motion passed unanimously with the following trustees voting "aye": Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

6. Engberg Anderson Architect Presentation

Shaun Kelly and Sarah Ponto provided the board with floor plans, design choices and budget updates on Project Burnham.

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-

In collaboration with State Senator Pat McGuire and the Rebuild Illinois Community Development Initiative, the bulk of the renovations for Project Burnham will now be paid through a state grant. The City will need to sell bonds to pay for upfront construction costs, these will be paid off by State funds as they become available through the grant program. Senator McGuire chose Project Burnham as his one regional project.

Pick up services continue to go well, patrons have responded positively.

We continue to explore going fine free and hope to make a presentation to the Board in July.

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

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

The Board was updated on Census Grant Progress.

The Board was also thanked for consideration of two agenda items, which are the purchase of servers to replace our aging infrastructure (budgeted for in 2019), as well as the implementation of Deep Freeze software.

10. Unfinished Business---None.

**11. New Business-
ACTION ITEMS:**

Motion to Approve Deep Freeze Invoice

Jack Markley moved and Gail Gawlik seconded to approve the Deep Freeze Invoice. The motion passed unanimously with the following trustees voting "aye" Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

Motion to Approve Server Invoice

Diane Harris moved and Gail Gawlik seconded to approve the Server Invoice. The motion passed unanimously with the following trustees voting "aye" Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

Motion to Approve Tax Bill Method for Issuing Non-Resident Cards

Lynn Samalea moved and Diane Harris seconded to approve the Tax Bill Method for Issuing Non-Resident cards. The motion passed unanimously with the following trustees voting "aye" Henricksen, Markley, Samalea, Chavez, Gawlik, Harris and Ostrem

12. Public Participation on non-Agenda Items---None.

13. Staff Report

Laura gave updates on Youth Services success with the kids craft kits and story walks. Weekly craft kits have proven to be very popular, and we have had to start doing registration for the teen kits so people get a chance to check them out.

Based on the craft kit popularity, we are using an Illinois Arts Council Agency grant for \$1600 for OSB and \$1950 for BRB to do a mixture of virtual programming for adults and Arts at Home kits for all ages. The programs will take place in July and August, and the Arts at Home take-home kits will be available in July.

14. Announcements – None

15. Adjournment

MOTION: Gail Gawlik moved and Diane Harris seconded to adjourn the meeting at 8:22 p.m. The motion passed unanimously with the following trustees voting “aye”: Henricksen, Markley, Samalea, Chavez, Gawlik, Harris, Ostrem.



President, Nancy Henricksen



Date