

## MINUTES

Board of Trustees

Meeting Date: June 17, 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 June 17<sup>th</sup>, 2021. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

### 2. Pledge of Allegiance

Megan Millen led the group in the Pledge of Allegiance.

### 3. Roll Call of Trustees

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

Staff members attending were Megan Millen, Laura Yanchick, Dawn Ritter, Mallory Hewlett, Josh Phillips 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- May 20, 2021 and Nominating Committee Minutes- May 27, 2021

**MOTION:** Diane Harris moved and Emmie Ostrem seconded to approve the minutes from May 20, 2021 and May 27, 2021. The motion passed unanimously via voice vote

## **6. Treasurer's Report**

**MOTION:** Gail Gawlik moved and Dr. Jack Markley seconded to accept and authorize for payment the 6/17/2021 Accounts Payable for \$73,602.70, the Checks Written since Last Board Meeting on 5/20/2021 in the amount of \$399,833.71 and the Electronic Payroll Transfers on 5/26/2021 and 6/08/2021 in the amount of \$248,549.03, for a Total Accounts Payable of \$721,985.44. 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 6/17/2021 Balance Sheet, the Report of Accounts, Cash Drawers and Tax Distribution. 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-

We continue to stay on schedule as we enter week six of construction. Once demolition is complete, we will set up a construction site tour for interested board members.

June 11<sup>th</sup> welcomed phase 5 for Will County. Drinking fountains will be turned back on and more chairs and tables will become available for use.

Also included in her report was a quarterly Strategic Plan Update. The most recent updates include expanding our Spanish language programs and collections, exploring opportunities to expand our services beyond our walls and implementing a master plan for library renovations.



**9. Deputy Director's Report---**

None.

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

**11. New Business-**

**ACTION ITEMS:**

- **Election of Officers**

Committee Chair person Lynn Samalea reported that the nominating committee met on May 27 and proposed a slate of Officer Candidates. There were no additional nominations brought forth from the floor. Lynn Samalea moved and Dr. Jack Markley seconded to approve the slate of officers. Their two year term begins in July 2021

*President: Lynn Samalea*

*Vice President: Nancy Henricksen*

*Secretary: Gail Gawlik*

*Treasurer: Elaine Bottomley*

The motion passed unanimously via voice vote.

- **Review and Approval of IGA with Joliet Public Schools- District 86**

Jack Markley moved and Diane Harris seconded to approve the IGA with Joliet Public Schools- District 86. The motion passed unanimously via voice vote.

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

Gail Gawlik moved and Elaine Bottomely seconded to approve Tax Bill Method for issuing Non-Resident Cards. The motion passed unanimously via voice vote.

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

**13. Staff Reports---**

Mallory Hewlett, continues working hard with outreach staff to translate all our marketing materials in Spanish.

Dawn Ritter, showcased the new staff summer reading shirts and thanked Louise for getting them ordered and distributed. Ivan's efforts in promotion through local businesses continues to spread the word about JPL throughout all of Joliet

Josh Phillips, new Digital Media Studio supervisor introduced himself to the board and discussed some of his upcoming goals for the DMS. Welcome, Josh!

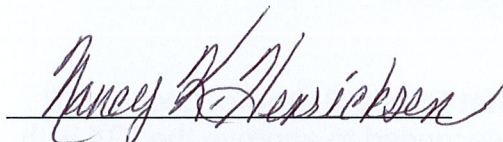
Laura Yanchick has continued success with outdoor programing.

**14. Announcements-**

Executive Director Millen thanked the staff for their perseverance.

**15. Adjournment**

**MOTION:** Kelly Rohder-Tonelli moved and Lynn Samalea seconded to adjourn the meeting at 7:35 p.m. The motion passed unanimously via voice vote.

  
President, Nancy Henricksen

July 15, 2021  
Date