

MINUTES

Board of Trustees

Meeting Date: November 21st, 2019

7:00 p.m. -- Ottawa Street Branch – Burnham Room

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held at the Joliet Public Library, 150 N. Ottawa Street, Joliet, Illinois on November 21st, 2019. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

2. Pledge of Allegiance

Gail Gawlik led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Dr. John Markley, Nancy Henricksen, Lynn Samalea, Gail Gawlik, Essie Chavez and Diane Harris. Emmie Ostrem arrived at 7:22 p.m.

Staff members attending were Megan Millen, Catherine Adamowski, Denise Zielinski, Jack Kelderhouse, Dawn Ritter, Joe Masters and Laura Yanchick.

4. Agenda Revision and Approval

MOTION: Lynn Samalea moved and Jack Markley seconded to accept the agenda as presented. The motion carried unanimously via voice vote.

5. Minutes Review, Revision, and Approval

Regular Board Meeting—October 17th, 2019

Committee of the Whole Meeting—November 4th, 2019

MOTION: Jack Markley moved and Lynn Samalea seconded to approve the minutes of the October 17th, 2019 regular Board meeting and November 4th Committee of the Whole Minutes. The motion carried unanimously via voice vote.

6. Treasurer's Report

MOTION: Gail Gawlik moved and Essie Chavez seconded to accept and authorize for payment the 11/21/19 Accounts Payable for \$62,552.84, the Checks Written since Last Board Meeting on 10/17/19 in the amount of \$194,184.70 and the Electronic Payroll Transfers for 11/1/19 and 11/15/19 in the amount of \$248,130.83, for a Total Accounts Payable for November of \$504,868.37. The motion passed unanimously with the following trustees voting "aye:" Samalea, Chavez, Gawlik, Harris, Markley, and Henricksen. Absent: Ostrem

MOTION: Gail Gawlik moved and Diane Harris seconded to accept and file for audit the 10/31/19 Balance Sheet, the Report of Accounts and Cash Drawers, and Tax Distribution Report. The motion passed unanimously with the following trustees voting "aye:" Chavez, Gawlik, Harris, Markley, Henricksen, and Samalea. Absent: Ostrem.

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

8. Executive Director's Report---Megan Millen

Executive Director Millen updated the Board on progress being made for Project Burnham. She encouraged all Board members to attend the City Council Meeting regarding the 2020 City of Joliet Budget on Monday, November 25th at 6:30 pm.

- Shared an explanation for the action item, FY2020 Fund Balance Distribution.
- Informed the Board about the upcoming transition from ADP to PAYCHEX for payroll processing.
- Presented information required for the FY2020 Per Capita Grant.

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

Deputy Director Adamowski updated the Board on progress in development of the Intergovernmental Agreements with Joliet Public Schools District 86.

- Shared an update on the Freegal Discussions.
- Introduced Joe Masters, Building Services Manager.

10. Unfinished Business---None.

11. New Business
ACTION ITEMS:

- **Motion to approve FY2020 Fund Balance Distribution**

MOTION: Jack Markley moved and Gail Gawlik seconded to approve the FY2020 Fund Balance Distribution. The motion passed unanimously with the following trustees voting "aye:" Chavez, Gawlik, Harris, Ostrem, Markley, Henricksen, and Samalea.

12. Public Participation---None.

13. Staff Reports

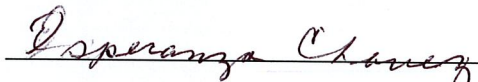
14. Announcements

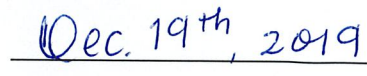
- Lynn Samalea gave a shout out to the staff for their excellent customer service skills.
- Nancy Henricksen reminded everyone to be at City Hall for the budget meeting on Monday, November 25th at 6:30 pm.

15. Closed Session---None.

16. Adjournment

MOTION: Lynn Samalea moved and Essie Chavez seconded to adjourn the meeting at 7:45 p.m. The motion passed unanimously via voice vote.


Secretary, Esperanza Chavez


Date