

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
November 18, 2020**

ORIGINAL

As a result of the ongoing COVID-19 pandemic and the Governor of the State of Illinois' declaration of an emergency, this meeting will be conducted via Zoom in compliance with P.A. 101-0640.

The meeting was called to order at 6:09 pm by Board President E. Bartunek. Present at roll call were, Secretary M. Blatter, Treasurer N. Dzolic, Trustee S. Hosek, Trustee S. Jahiri and Trustee R. Villanueva. Trustee E. Montiel was absent from the meeting.

Present from the Library staff were Director L. Shell and meeting stenographer J. Chávez Buchanan.

E. Bartunek motioned to create a Consent Agenda and move the 2021 Holiday Closures to the Consent Agenda and S. Jahiri second the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Consent Agenda:

- a. Approval of the October 28, 2020 Regular Meeting Minutes
- b. Financial Reports
 - i. Treasurer's Report (October)
 - ii. Profit and Loss Report (October)
 - iii. Balance Sheet (October)
 - iv. Transaction List/Check Detail Report
 - v. Check Summary
 - vi. Warrants
 1. Invoice Warrant Dated 11/18/2020 in the amount of \$165,234.88
 2. Payroll Warrant Dated 10/30/2020 in the amount of \$25,482.08
 3. Payroll Warrant Dated 11/13/2020 in the amount of \$24, 926.51
- c. Approval of Library Closures 2021

S. Hosek motioned to approve the Consent Agenda and E. Bartunek seconded the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Secretary’s Report/Correspondence:

None

Director’s Report – Accepted as presented

Trustee Short-Take Video “Succession Planning and New Board Orientation”:

The trustees were shown a video on Succession Planning and New Board Orientation.

Department Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

a. Credit Card Policy

The Credit Card Policy was discussed and tabled to the next board meeting.

New Business:

a. Approval of Ordinance FY21-03 An Ordinance to Levy and Assess Taxes for the Fiscal Year beginning July1, 2020 and ending June 30, 2021.

N. Dzolic motioned to approve the Ordinance FY21-03 an Ordinance to Levy and Assess Taxes for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021 and S. Jahiri seconded the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

b. Roof Assessment Proposal from MacBrady & Associates

The Roof Assessment Proposal from MacBrady & Associates was discussed and tabled to the next board meeting.

c. Discussion of Ongoing Pandemic Procedures and Plans

The Trustees discussed the ongoing pandemic procedures and plans.

d. Per Capita Discussion of Standards for Illinois Public Libraries

- i. Ch. 3 Personnel
- ii. Ch. 4 Access

The Trustees discussed the per capita standards for Illinois Public Libraries, Ch. 3 Personnel and Ch. 4 Access.

Closed Session

Enter Closed Session per 5ILCS 120/(c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body

N. Dzolic motioned to convene Closed Session at 7:26pm and E. Bartunek seconded the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Close Session ended at 8:22pm.

The Regular Board Meeting reconvened at 8:27pm

M. Blatter motioned to approve a 2.5% raise in the annual salary of Director L. Shell which amounts to \$71,750.00 and R. Villanueva seconded the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Enter Closed Session per 5ILCS 120/(c) (3) to discuss the selection, discipline, performance or removal of the occupant of a public office.

Legal Counsel T. Nelson-Jaworski joined the meeting at 8:28pm.

M. Blatter motioned to convene Closed Session at 8:30 pm and N. Dzolic seconded the motion.

Roll call results were:

- Aye- E. Bartunek, M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Close Session ended at 9:26 pm.

The Regular Board Meeting reconvened at 9:26 pm.

M. Blatter motioned to accept E. Bartunek resignation as Trustee from the Stickney-Forest View Public Library District and R. Villanueva seconded the motion.

Roll call results were:

- Aye- M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

S. Hosek motioned to appoint R. Villanueva as Pro-Tem President of the Stickney-Forest View Public Library District and N. Dzolic seconded the motion.

Roll call results were:

- Aye- M. Blatter, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- E. Montiel
- Abstain- None

Comments for the Public:

None

Having no further business the meeting was adjourned at 9:30 PM.

Respectfully Submitted,



Marjorie Blatter, Secretary