

North Chicago Public Library
2100 Argonne Dr., North Chicago, IL 60064
Library Board of Trustees Meeting Minutes

Tuesday, June 13, 2023, 6:30 p.m.

Board Members and the public are invited to join with Zoom:

<https://zoom.us/j/92810157705?pwd=M2pPdW5aYTdSUncySHRQVnkrOFIGZz09>

Meeting ID: 928 1015 7705

Passcode: 421215

+1 312 626 6799 US (Chicago)

I. CALL TO ORDER

Vice President Allen called the Regular Library Board of Trustees Meeting to order at 6:38 p.m. on Tuesday, May 9, 2023. The meeting was held in the Board Room.

COMMITTEE ASSIGNMENT

Marketing: Trustee Hawthorn, Trustee Villanueva, Trustee Cox

Technology: Trustee Allen, Trustee Verdin

Personnel: Trustee Allen (Chair), Trustee Cox

Policy: Trustee Houston, Trustee Cox

Finance: Trustee Villanueva, Trustee Allen

Maintenance: Trustee Allen, Trustee Houston (Co-Chair)

Bookmobile: Trustee Hawthorn

II. ROLL CALL

Trustees Present (5): Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Absent Trustees (2): Trustee Cox, President Robinson.

Others Present (2): Library Director Lou Carlile, Jennifer Finnerty, Attorney Jim Hartman (Virtual).

DISCUSSION: Remote attendance.

Motion: Trustee Hawthorn asked for a vote to acknowledge virtual attendance for Trustee Verdin.

Seconded by: Trustee Houston.

ROLL CALL: All in Favor:

Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED UNANIMOUSLY

III. COMMENTS FROM PUBLIC: None.

IV. CORRESPONDENCE: Alderman Carl Evans dropped off a flyer and the library will promote his program that is scheduled for Saturday, August 12th, 2023, “Old School Extravaganza,” featuring Dre Hilton and the R&B Group, FLOW, at the Foss Park

Community Center. Tickets are available for \$35 and full table reservations can be arranged, please contact Carl Evans.

V. APPROVAL OF MINUTES

DISCUSSION: None.

Motion: Trustee Houston motioned to approve the Minutes from the Tuesday, May 9th, 2023, Regular Library Board Meeting.

Seconded by: Trustee Hawthorn.

ROLL CALL: All in Favor:

Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED UNANIMOUSLY

VI. APPROVAL OF BILLS PAYABLE

DISCUSSION: The Board discussed the bills.

Motion: Trustee Hawthorn motioned to approve the Library Bills found on page 10 of the June 2023 Board packet in the amount of \$13,685.99.

Seconded by: Trustee Houston.

ROLL CALL: Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED

VII. APPROVAL OF VISA CREDIT CARD PAYMENT

DISCUSSION: The board discussed the credit card statement.

Motion: Trustee Hawthorn motioned to approve the Visa Credit Card payment for \$4,484.85, which is found on page 66 and 70 of the June 2023 Board packet.

Seconded by: Trustee Houston.

ROLL CALL: Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED

VIII. COMMITTEE REPORTS

DISCUSSION: Details are included under each subsection.

Motion: Trustee Hawthorn motioned to approve all of the May 2023 Committee and Staff Reports.

Seconded by: Trustee Houston.

ROLL CALL: Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED

Finance: Treasurer Vance Wyatt's June 4, 2023 on page 138 of the June packet states that Revenues total \$6,264.51, and expenses totaled \$89,057.43, with a cash balance of \$1,298,882.00. Interest totaled \$5,641.06.

Policy & Maintenance: Vice President Allen, Trustee Houston, and Director Carlile met with Andy Dogan, Principal & Vice President of Williams Architects. Mr. Dogan brought samples for choosing the bathroom finishings in the break room and the public bathroom. Tiles and colors that were chosen were shared with the group. Mr. Dogan will build a 3-D model with the colors that were chosen. The price includes new backsplash tiles, wall tiles, flooring, ceiling tiles, and fixtures. The cost for this project is underbudget and the board decided to use the remaining funds to replace a door.

Personnel: Shafi from Banner was hired to help out on Family Fun Day, June 10, 2023.

Technology: Eight of the new PCs are being installed June 14, 2023.

Marketing: None.

Bookmobile: None.

COMMENTS FROM THE PUBLIC, ADDITIONAL

DISCUSSION: Allow for Comments from the Public during this time of the meeting.

Motion: Trustee Houston motioned to allow Comments from the Public.

Seconded by: Trustee Hawthorn.

ROLL CALL: All in Favor:

Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED UNANIMOUSLY

Note: At 6:50 p.m. Alderman Evans of the 3rd Ward of North Chicago joined the meeting in-person. Alderman Evans discussed the invitation to participate and/or donate to the August 12th and November 3rd Alderman events, such as field trips for seniors and youth, including a zoo trip and a museum trip. Alderman Evans is also seeking sponsors to donate money and receive recognition. His phone number is on the flyer to purchase tickets or to answer questions regarding promoting these events at the library.

Motion: Trustee Hawthorn motioned to return to the regular agenda.

Seconded by: Trustee Villanueva.

ROLL CALL: All in Favor:

Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED UNANIMOUSLY

IX. STAFF REPORTS: The board also reviewed the Staff Reports.

Director Report

Reference Department

Children's Department

Technical Services

IT Department

Circulation

X. OLD BUSINESS: ALA

The Board discussed attending ALA Chicago in June 2023, including travel, lodging, and the conference. The City offers 75% on the First and Last day for lodging, with the full amount on middle days. The City has granted per diem checks of \$434.00. Attendees need to keep receipts of purchases and give the remainder of the money back to the Library.

XI. NEW BUSINESS: None.

XII. ITEMS FOR NEXT MEETING AGENDA

Next Meeting preparations: Please contact Director Carlile or President Robinson regarding any topics to be discussed at the next meeting. The next meeting is scheduled for July 11, 2023 at 6:30 p.m.

XV. ADJOURNMENT

DISCUSSION: Trustees request to adjourn the Regular meeting.

Motion: Trustee Hawthorn requests to adjourn the Regular Board of Library Trustees meeting at 7:02 p.m.

Seconded by: Trustee Houston.

ROLL CALL: All in Favor:

Ayes: Vice President Allen, Trustee Hawthorn, Trustee Houston, Trustee Verdin (Virtual), Trustee Villanueva.

Nays: None

Absent: Trustee Cox, President Robinson.

MOTION CARRIED UNANIMOUSLY