

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

Tuesday, July 9, 2024, 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 Jeanette Allen welcomed all and called the Regular Library Board of Trustees Meeting to order on Tuesday, July 9th, at 6:31 p.m. in the Library Board Room, at the North Chicago Public Library.

COMMITTEE ASSIGNMENT

Executive Committee as a Whole: Library Director Louis Carlile,
Madame President Etta Robinson (Chair)

Attorney: James “Jim” C. Hartman, Magee Hartman, P.C.

Marketing: Secretary Carmecia Hawthorn, Trustee Edward Houston,
Trustee Peter Villanueva

Technology: Trustee Giovanni Verdin

Personnel: Trustee Beverly Allen, Vice President Jeanette Allen (Chair)

Policy: Trustee Edward Houston, Trustee Giovanni Verdin (Chair)

Finance: Vice President Jeanette Allen, Trustee Peter Villanueva

Maintenance: Vice President Jeanette Allen, Trustee Edward Houston (Co-Chair)

Bookmobile: Trustee Beverly Allen, Secretary Carmecia Hawthorn

II. ROLL CALL

Trustees Present (5): B. Allen, J. Allen, C. Hawthorn, E. Houston, P. Villanueva

Absent Trustees (2): L. Brown, E. Cox

Others Present: (2): J. Finnerty, Attorney J. Hartman (Virtual).

Late:(2): Madame President E. Robinson (Virtual, entered 6:34), G. Verdin (6:40 pm).

Special Vote:

DISCUSSION: The appropriate procedure is to establish quorum, perform the roll call of in-person attendees, then motion to vote on allowing virtual attendance.

Motion: Vice President J. Allen motioned to allow Madame President E. Robinson to attend virtually.

Seconded by: C. Hawthorn

ROLL CALL: Ayes (5): B. Allen, J. Allen, C. Hawthorn, E. Houston, P. Villanueva

Nays:(0): None

Absent:(4): L. Brown, E. Cox, E. Robinson, G. Verdin.

Abstain:(0):

MOTION CARRIED

Special Vote:

DISCUSSION: Madame President Robinson is attending virtually.

Motion: P. Villanueva motioned to allow VP J. Allen to facilitate the meeting.

Seconded by: C. Hawthorn

ROLL CALL: Ayes (6): B. Allen, J. Allen, C. Hawthorn, E. Houston, E. Robinson, P. Villanueva

Nays:(0): None

Absent:(3): L. Brown, E. Cox, G. Verdin.

Abstain:(0):

MOTION CARRIED

III. COMMENTS FROM PUBLIC: None.

IV. CORRESPONDENCE: Madame President Robinson received correspondence from NCPL's Children's Librarian, Joan Battley, regarding an email from Isaiah Stokes. Joan was invited to attend the promotion ceremony of a former library patron Isaiah who grew up to become a Lieutenant Commander in the Navy and credits his achievements in part to his work with Joan and her ability to help him utilize the North Chicago Public Library for studying. Joan will arrange her work schedule to attend the Promotion Ceremony on Saturday, September 7, 2024 at the National Museum of American Sailor in Great Lakes, Illinois.

V. APPROVAL OF MINUTES

DISCUSSION: None.

Motion: Secretary C. Hawthorn motioned to approve the June 11, 2024 minutes.

Seconded by: Trustee P. Villanueva.

ROLL CALL: Ayes:(6): B. Allen, J. Allen, C. Hawthorn, E. Huston, E. Robinson, P. Villanueva

Nays:(0): None

Absent:(3): L. Brown, E. Cox, G. Verdin

Abstain:(0)

MOTION CARRIED

VI. APPROVAL OF BILLS PAYABLE: Note: Trustee G. Verdin entered at 6:40 pm.

DISCUSSION: Trustees discussed the bills. (p. 11)

Motion: Secretary C. Hawthorn motioned to approve the bills totaling \$204,263.65.

Seconded by: Trustee E. Houston.

ROLL CALL: Ayes:(6): B. Allen, J. Allen, C. Hawthorn, E. Huston, E. Robinson, P. Villanueva

Nays:(0): None

Absent:(2): L. Brown, E. Cox,

Abstain:(1): G. Verdin

MOTION CARRIED

VII. APPROVAL OF VISA CREDIT CARD PAYMENT (p. 84)

DISCUSSION: Trustees discussed the credit card bill. (p. 11)

Motion: Trustee E. Houston motioned to approve payment of the credit card bill totaling \$19,575.14.

Seconded by: Trustee C. Hawthorn.

ROLL CALL: Ayes:(7): B. Allen, J. Allen, C. Hawthorn, E. Huston, E. Robinson, G. Verdin, P. Villanueva

Nays:(0): None

Absent:(2): L. Brown, E. Cox,

Abstain:(0):

MOTION CARRIED

VIII. COMMITTEE REPORTS: (p. 182)

DISCUSSION: Details are included under each subsection.

Motion: Secretary C. Hawthorn motioned to approve the Committee Reports and Staff Department Reports.

Seconded by: Trustee E. Houston.

ROLL CALL: Ayes:(7): B. Allen, J. Allen, C. Hawthorn, E. Huston, E. Robinson, G. Verdin, P. Villanueva

Nays:(0): None

Absent:(2): L. Brown, E. Cox,

Abstain:(0):

MOTION CARRIED

Treasurer/Finance: The monthly Treasurer's report is found on page 184 of the July 9th packet. To summarize for the period ending June 30, 2024: Revenues totaled \$350,812.09, expenses totaled \$121,056.49 and the cash balance was \$1,398,713.17. Real estate tax income was \$343,829.48 and revenue from interest totaled \$5,690.96.

Policy: The circulation policy was previously discussed and Trustees requested the original policy, a policy showing strikethroughs, and the new proposed policy. This information was shared with Trustees in hardcopy or digitally for review or discussion at the next regular meeting.

Maintenance: None.

Personnel: Trustees discussed employees at a previous meeting and will have another meeting soon.

Technology: None.

Marketing: Trustee C. Hawthorn discussed Facebook, yard signs, and Character sets for Family Fun Day.

Bookmobile: None.

STAFF REPORTS: (see page 190)

Director Report

Reference Department

Children's Department

Technical Services

Program Assistant Report

IX. OLD BUSINESS:

Construction project: The project will not be fully completed by Family Fun Day 7/20/24. The library will have the one staff bathroom completed indoors and two port-o-potties in the parking lot for the event. The project will be mostly completed by that time; all except the public bathrooms and outdoor lights. The fencing will be set away from the event and the construction dumpster can be used at the event. Final completion might be in August.

ALA: Trustees discussed their experiences at ALA in San Diego, CA. Many trustees noted that the first few days provided very little in terms of offerings to attend and that by the third day there were so many options that you couldn't attend all of the ones that were wanted. The app was not as good as expected. Notable and amazing experiences included: Trevor Noah with kids being "meant to be heard." Also, notable: AI chat GPT, Disabilities and mental health program, Christian "New Jesus," and "You can be a good friend regardless of what happened to you," book about being "different." Many authors provided a program to talk about their book. Trustees like Comic books, gaming books, Wizards of the Coast and Dungeons & Dragons. Many trustees wanted programs to showcase new technology that would promote library usage. Trustees wanted to share a neat idea: Coloring books for kids that are customized to show buildings and landmarks in the City of North Chicago. Trustees remember reading activities at the library where you could win tickets to the Six Flags Great America and want to create more foot traffic in the building. Vendors were selling scanners, kid's books, and some DC Marvel stands were available to purchase books. Trustees discussed ALA information about homelessness in the Library and how to have programs for everyone. NCPL has Rosalind Franklin healthcare and food pantry boxes but, some programs discussed having a "shower bus," or "drug rehabilitation vendor." Virtual reality products were discussed including bundles for National Geographic, where you can virtually walk different cities and experience other places of cultures. Madame President Robinson suggested each Trustee who attended ALA should fill out a survey to share their likes and dislikes.

X. NEW BUSINESS: There is no special meeting for the bills since the group met quorum this evening.

XI. ITEMS FOR NEXT MEETING AGENDA

Please contact Director Carlile, Madame President Robinson, or VP J. Allen with any topics that need to be discussed at the next meeting. The next Regular Library Board Meeting is scheduled for Tuesday, August 13, 2024 at 6:30 p.m.

XV. ADJOURNMENT

DISCUSSION: Trustees request to adjourn the meeting at 7:27 p.m.

Motioned by: Madame President E. Robinson.

Seconded by: C. Hawthorn.

VOICE VOTE ALL IN FAVOR:

ROLL CALL: Ayes:(7): B. Allen, J. Allen, C. Hawthorn, E. Huston, E. Robinson, G.

Verdin, P. Villanueva

Nays:(0): None

Absent:(2): L. Brown, E. Cox,

Abstain:(0):

MOTION CARRIED