

BOARD OF TRUSTEES Regular Board Meeting Wednesday, March 17, 2021; 7:30pm

MINUTES

I. Call to Order & Roll Call: 7:35pm

In the absence of the Board Secretary, MarcyJo Chachakis was asked to take on the role of acting secretary. On a voice vote, the motion was approved.

Roll Call:

Present Kisha Houston, Warrette Coleman, MarcyJo Chachakis, Gina Middleton, Alice Creason.
Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services;
Susan Eberly, Bookkeeper. Absent: Patricia Nalls.

II. Remarks from the Public NONE

III. Approval of Minutes Regular Meeting February 17, 2021

A motion and 2nd was made to approve the Regular Meeting Minutes of February 17, 2021 with minor corrections. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes. Absent: Patricia Nalls.

IV. Correspondence NONE

V. Treasurer’s & Financial Reports A. Income and Expense Reports February 28, 2021 B. Approval of Expenses: March 17, 2021

A motion and 2nd was made to approve the expenses for March 17, 2021. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes.
Absent: Patricia Nalls.

C. Other Financially Related Reports

VI. Attorney’s Report

A. *CalTek TV Monitors*

Attorney Ciambrone was not present at the meeting. Director Van Cleve contacted Attorney Ciambrone to get an update. No update for CalTek. He is hopeful the courts will open up more

soon and we can move forward. Attorney Ciambone also noted that our Tax Bill has been corrected.

VII. Librarian's Report

-Statistics

Director Van Cleve discussed building and maintenance issues, personnel updates, program updates and the general comings and goings of the library. Technology update and website redesign progress were shared by Ashley Baltazar.

VIII. Business

A. Old Business

1. Cyber Crime Policy: TABLED for more information from L.I.R.A.

2. Personnel Policy Section 4; approve updates

Trustee Creason and Director Van Cleve worked together to update Section 4 of the Personnel Policy and presented to the board for review and approval.

A motion and 2nd was made to approve the changes to section 4 of the policy with minor corrections. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes. Absent: Patricia Nalls.

B. New Business

NONE

IX. Trustee Information and General Announcements

Reminder* Statement of Economic Interest

General Election is Tuesday, April 6th

High school students are still in need of volunteer hours. Director Van Cleve will reach out to the high schools and see if we can get the word out that we have volunteer opportunities. A note was made that cards for kids would be an easy one to do as a to go volunteer opportunity as well (students take kits to make cards then returns completed cards to the library for mailing).

X. Executive Session: 5 ILCS 120/2 (c)(1): Personnel

A motion and 2nd was made to go into Executive Session at 8:31pm. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes. Absent: Patricia Nalls.

A motion and 2nd was made to end Executive Session at 8:55pm. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes. Absent: Patricia Nalls.

XI. Adjournment:

A motion and 2nd was made to end the board meeting at 8:59pm. Roll Call: Kisha Houston, yes; MarcyJo Chachakis, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes. Absent: Patricia Nalls.

Next Regular Board Meeting is scheduled for Wednesday, April 21, 2021; 7:30pm



Richton Park Public Library District

22310 Latonia Lane, Richton Park, IL 60471 ~ 708.481.5333 ~ www.richtonparklibrary.org

“Enriching the Lives of the Community Through a Good Library Experience”

Respectfully submitted,

MarcyJo Chachakis, Acting Board Secretary

and

Laura Van Cleve, Library Director