

BOARD OF TRUSTEES Regular Board Meeting Wednesday, May 19, 2021; 7:30pm

MINUTES

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

In the absence of the Board Secretary, Warrette Coleman 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, Gina Middleton, Alice Creason, MarcyJo Chachakis.
Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services;
Susan Eberly, Bookkeeper; Angelo Ciambrone Attorney. Absent: Patricia Nalls.

II. Remarks from the Public NONE

III. Oaths of Office

Newly Elected Trustee Alice Creason was sworn into office by Attorney Ciambrone.

Newly Elected Trustee MarcyJo Chachakis was sworn into office by Attorney Ciambrone.

Attorney Ciambrone read a resolution to fill a board vacancy and appoint Gina Middleton. Gina was sworn into office by Attorney Ciambrone.

IV. Nominate New Officer Positions

V. Election of Officers

A motion and 2nd was made to nominate and elect Kisha Houston as Board President. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Patricia Nalls.

A motion and 2nd was made to nominate and elect Alice Creason as Board Vice President. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Patricia Nalls.

A motion and 2nd was made to nominate and elect MarcyJo Chachakis as Board Treasurer. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Patricia Nalls.

A motion and 2nd was made to nominate and elect Warrette Coleman as Board Secretary. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Patricia Nalls.

VI. Approval of Minutes
Regular Meeting April 21, 2021

A motion and 2nd was made to approve the Regular Meeting Minutes of April 21, 2021. On a voice vote, the motion was approved.

VII. Correspondence
NONE

VIII. Treasurer's & Financial Reports
A. Income and Expense Reports April 30, 2021
B. Approval of Expenses: May 19, 2021

A motion and 2nd was made to approve the expenses for May 19, 2021. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Patricia Nalls.

C. Other Financially Related Reports
1. Insurance Quotes

We received quotes from Cook & Kocher, our current broker and Libraries of Illinois Risk Agency (L.I.R.A.). In comparing the numbers, it would be wise to stick with our current agency.

2. Levy Edit Report Confirmed

We received our Levy edit report. Director Van Cleve and Bookkeeper Eberly both looked it over and it was all the correct information. Director Van Cleve confirmed the report through the online portal.

IX. Attorney's Report
A. *CalTek TV Monitors*

Attorney Ciambone had no update for CalTek. Once the courts are back open, we can try to claim our judgement.

X. Librarian's Report
-Statistics

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

XI. Business
A. Old Business

1. Cyber Crime Policy: TABLED for more information from L.I.R.A.
For next month, we will move this to vote with our insurance renewal.

B. New Business
NONE

XII. Trustee Information and General Announcements

Director Van Cleve presented Plaques made for retiring trustees and election certificates for newly elected trustees. Director Van Cleve thanked the entire board for the time they donate to the library being a member of the board. The library and community are lucky to have them.

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

A motion and 2nd was made to go into Executive Session at 8:34pm. On a voice vote, the motion was approved.

A motion and 2nd was made to end Executive Session at 9:01pm. On a voice vote, the motion was approved.

XIV. Adjournment:

President Houston asked Director Van Cleve to schedule a Special Board Meeting for Wednesday, June 9, 2021 5:00pm via Zoom.

A motion and 2nd was made to end the board meeting at 9:06pm. On a voice vote, the motion was approved.

Next Special Board Meeting is scheduled for Wednesday, June 9, 2021; 5:00pm via Zoom.

Next Regular Board Meeting is scheduled for Wednesday, June 16, 2021; 7:30pm

Respectfully submitted,

Warrette Coleman, Board Secretary

and

Laura Van Cleve, Library Director