

**ENTIRE Board Meeting will be Virtual.**  
**Please follow instructions at [www.richtonparklibrary.org](http://www.richtonparklibrary.org) to participate**

**BOARD OF TRUSTEES Special Board Meeting**  
**Monday, September 21, 2020; 5:00pm**

**MINUTES**

I. Call to Order & Roll Call: 5:03pm

In the absence of the Board Secretary, MarcyJo Chachakis was asked to take on the role of acting secretary. A motion and 2<sup>nd</sup> was made to have MarcyJo Chachakis as acting secretary for the meeting. On a voice vote, the motion was approved.

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

II. Remarks from the Public (email [vanclevel@richtonparklibrary.org](mailto:vanclevel@richtonparklibrary.org) before 3:00pm September 21, 2020)

NONE

III. Business

A. New Business

1. Salary Scale

Keep on Agenda for October Board Meeting. For October meeting, get numbers for proposed wage bases to review with board.

2. Cyber Crime Insurance Policy

Haven't heard anymore back from Computer company Versatile in regards to coverage proposed vs. needed. For now, the board decided to let current policy lapse so we can look into getting more information in order to find the best policy for us.

Additionally, Director Van Cleve was requested to work with Technical Services Department and Versatile to get our website updated and secure as well as our public computer access certificates

IV. Trustee Information and General Announcements

A. Elections update: October 8<sup>th</sup> Running for Office presented by Midlothian PL. We are early, everything on the State Board of Elections is for November 3<sup>rd</sup> election. This would still be a good program

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

None

VI. Adjournment: 6:37pm  
A motion and 2<sup>nd</sup> was made to adjourn the meeting at 6:37pm. Roll Call: Kisha Houston, yes; Gina Middleton, yes; Alice Creason, yes; MarcyJo Chachakis, yes. Absent: Warrette Coleman, Patricia Nalls.

Next Regular Board Meeting is scheduled for Wednesday, October 21, 2020; 7:30pm

Respectfully submitted,

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MarcyJo Chachakis, Acting Board Secretary      and      \_\_\_\_\_  
Laura Van Cleve, Library Director