

**BOARD OF TRUSTEES Regular Board Meeting
Wednesday, December 15, 2021; 7:30pm**

MINUTES

- I. Call to Order & Roll Call: 7:35pm
Roll Call:
Present: Kisha Houston, Warrette Coleman, Alice Creason, MarcyJo Chachakis.
Present via video call: Karen A. Buford
Also Present: Ashley Baltazar, Head of Technical Services; Susan Eberly, Bookkeeper.
Absent: Gina Middleton

- II. Remarks from the Public
NONE

- III. Approval of Minutes
Regular Meeting November 17
Executive Session Minutes-TABLED

-A motion and 2nd was made to approve the Minutes of Regular Meeting November 17. On a voice vote, the motion was approved.

- IV. Correspondence
-Gwendolyn Brooks Youth Poetry Awards-I received an email asking if we would post applications for this award. I forwarded the information to Youth and Adult Services for posting.

-SD 162 Art Display 2022-Ms. Foster at School District 162 asked if we would like to participate in having the students art displayed at the library as in previous years. She will let me know when she hears from the art teachers about dates.

- V. Treasurer’s & Financial Reports
 - A. Income and Expense Reports November 30, 2021
 - B. Approval of Expenses: December 15, 2021
-A motion and 2nd was made to approve the expenses for December 15, 2021.
Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

C. Other Financially Related Reports
-Bookkeeper Eberly noted that Auditor stated that everything is still on track to be completed on time.

- VI. Attorney’s Report
NONE

VII. Librarian's Report

-Statistics

Director Van Cleve discussed COVID building updates, our First Staff in Service since 2019, technology updates, department updates, program and newsletter updates, and the general comings and goings of the library.

VIII. Business

A. Old Business

1. Ordinance 21-5 Ordinance Levying and Assessing Property Tax

-A motion and 2nd was made to pass Ordinance 21-5 Ordinance Levying and Assessing Property Tax with Trust in Taxation. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

2. Truth in Taxation

-A motion and 2nd was made to pass Truth in Taxation. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

3. Resolution 21-1: Providing for the Temporary Transfer of Funds from the Library's General Fund to the Library's Building Fund.

-A motion and 2nd was made to pass Resolution 21-1: Providing for the Temporary Transfer of Funds from the Library's General Fund to the Library's Building Fund. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

4. Resolution 21-2: Providing for the Temporary Transfer of Funds from the Library's General Fund to the Library's Debt Service Fund.

-A motion and 2nd was made to pass Resolution 21-2: Providing for the Temporary Transfer of Funds from the Library's General Fund to the Library's Debt Service Fund. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

5. Resolution 21-4: Declaring the Intent to Levy a Building Tax

-A motion and 2nd was made to pass Resolution 21-4: Declaring the Intent to Levy a Building Tax. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

6. Resolution 21-6: Providing Direction to the Cook County Clerk Under the Property Tax Extension Limitation Law Regarding the Tax Levy of the District for the year 2021.

-A motion and 2nd was made to pass Resolution 21-6: Providing Direction to the Cook County Clerk Under the Property Tax Extension Limitation Law Regarding the Tax Levy of the District

for the year 2021. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

B. New Business

1. Personnel Policy Section 8

-A motion and 2nd was made to approve the changes made to Section 8 of the Personnel Policy. Roll Call: Kisha Houston, yes; Warrette Coleman, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Karen A. Buford, yes. Gina Middleton, absent.

2. Annual Treasurer's Report- signature needed

IX. Trustee Information and General Announcements

ILA Legislative Meet ups February 4th 10:00am Zoom

-Director Van Cleve informed Trustees of this upcoming advocacy opportunity. Will forward registration information.

Serving Our Public Discussion

Discussed Chapters Read of Serving Our Public 4.0. This discussion fulfills the trustee portion of the Per Capita Grant Requirement.

X. Executive Session: 5 ILCS 120/2 (c)(1): Personnel
NONE

XI. Adjournment:

A motion and 2nd was made to adjourn the meeting at 9:42pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, January 19th, 2022; 7:30pm

Respectfully submitted,

Warrette Coleman, Board Secretary

and

Laura Van Cleve, Library Director