

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

**MINUTES**

I. Call to Order & Roll Call: 7:36pm

Roll Call:

Present: Kisha Houston, Warrette Coleman, Alice Creason, MarcyJo Chachakis.

Present via video call: Gina Middleton

Also Present: Ashley Baltazar, Head of Technical Services; Susan Eberly, Bookkeeper.

Absent: Karen A. Buford; Laura Van Cleve, Library Director.

II. Remarks from the Public

NONE

III. Approval of Minutes

Regular Meeting October 20

A motion and 2<sup>nd</sup> was made to approve the Minutes of Regular Meeting October 20. On a voice vote, the motion was approved.

IV. Correspondence

Thank you letter was received from the village thanking the library for participating in Trail of Treats. The Board sends Director Van Cleve wishes to get well soon.

V. Treasurer’s & Financial Reports

A. Income and Expense Reports                      October 31, 2021

B. Approval of Expenses:                                November 17, 2021

A motion and 2<sup>nd</sup> was made to approve the expenses for November 17, 2021.

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

A discussion was had.

VII. Librarian’s Report

-Statistics

In Director Van Cleves absence, Ashley Baltazar gathered questions from the Board. The Board is excited for new streaming devices and are interested to know how our other tech devices are doing. Director Van Cleve will follow up before the next board meeting on notary, landscaping, minutes template, and disruptive patron guidelines.

VIII. Business

A. Old Business

NONE

B. New Business

1. Personnel Policy Section 7

A motion and 2<sup>nd</sup> was made to approve with removing Section 7.1.3. On a voice vote, the motion was approved.

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

TABLED

3. Truth in Taxation

TABLED

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

TABLED

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

TABLED

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

TABLED

7. Resolution 21-5: Regarding Application of Loss and Cost Factor to 2021 Tax Levies

TABLED

8. 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.

TABLED

IX. Trustee Information and General Announcements

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

NONE

XI. Adjournment:

A motion and 2<sup>nd</sup> was made to end the meeting at 8:52pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, December 15, 2021; 7:30pm

Respectfully submitted,

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Warrette Coleman, Board Secretary

and

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Laura Van Cleve, Library Director