

**MINUTES OF THE BOARD MEETING OF LIBRARY TRUSTEES**  
OF THE VILLAGE OF HINSDALE  
October 20, 2020, 7 PM

ONLINE: <https://us02web.zoom.us/j/84798249211>

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:00 p.m. on October 20, 2020. As allowed by the Governor's Disaster Declaration, it has been determined that it is imprudent to convene an in-person meeting of the Board at this time. This virtual meeting is open to all and is being recorded. The meeting was attended remotely by all due to the COVID-19 pandemic.

**Present:** Julie Liesse, President; Mary Bock, Vice President; Amy Glynn, Treasurer; Susan Blumberg-Kason, Trustee; Emily Zeng, Trustee; John Bloomfield, Trustee (REMOTE)

**Absent:** Kristin McDaniel, Secretary

**Also Present:** Karen Kleckner Keefe, Executive Director; Nancy Marvan, Office Manager (ON-SITE)

**ON A MOTION BY MARY BOCK AND SECONDED BY JOHN BLOOMFIELD, THE CONSENT AGENDA WAS APPROVED.**

**CITIZENS' COMMENTS**

None

**EXECUTIVE DIRECTOR'S REPORT**

Keefe took questions about her written report included in the packet. She advised them that she has been discussing increasing some service levels for patrons with Management Team. In light of the recent surge of COVID cases throughout the State, it does not seem to be the right time to do this. The Library will not be making any study tables or rooms available at this time. She will keep the Board informed of any operational decisions. Curbside delivery has been moved to the circle drive. Public Works has given the Library one dedicated spot for this. The Board also discussed some of the stats included in the packet.

**PRESIDENT'S REPORT**

Liesse thanked the Board and staff for attending the meeting. She reminded them of the election in April. She asked trustees to think about community members who would make good Board members. Trustee packets are available on the Library's website. They can be submitted beginning December 14, 2020 and no later than December 21, 2020.

**COMMITTEE REPORTS**

**A. Finance**

The Committee met October 13, 2020. This is covered under New Business.

**B. Library Policies**

None

**C. Art Advisory Commission**

Keefe advised the Board that Kuniej Berry Associates will begin work on the William Blake piece and the Enrique Santata piece. They will be cleaned and have a backing installed.

**D. Friends**

None

**E. Facilities**

The Committee met September 29 and October 20, 2020. They reviewed upcoming capital projects in preparation of the 2021 budget. Colley Elevator consulted with Karen and it was determined that there are a few minor upgrades to be done, but the elevator doesn't need any major work at this time. It had a mechanical upgrade about 10 years. They also discussed the ramp project in the Community Meeting Room. This will be covered under New Business.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. Ramp Proposal**

Bloomfield reported that the Facilities Committee reviewed 3 proposals to modify the ramp in the Community Meeting Room to make it ADA compliant. They recommend the Board approve the proposal from Rafalo Corporation for \$19,250.00. It was suggested to include an approximate contingency of 10%.

**ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY JOHN BLOOMFIELD, THE PROPOSAL FROM RAFALO CORPORATION FOR AN AMOUNT NOT TO EXCEED \$21,000.00 WAS UNANIMOUSLY APPROVED.**

**B. FY21 Budget Review**

A copy of the proposed FY21 budget was included in the packet. Keefe reviewed the variances from last year's budget with the Board. They discussed the capital fund balance and upcoming projects. The budget will be on the November agenda for Board approval.

**C. FY21 Levy Review**

Glynn advised the board that the levy process secures funding for the Library for the upcoming year. Darrell Langlois, Village of Hinsdale, Assistant Village Manager/Finance Director attended the Finance Committee and offered his expertise regarding planning for new construction throughout the Village and the impact that could have on property tax assessments. After reviewing various scenarios and the Library's capital needs, the Committee determined that a \$3,269,612.00 levy request will meet the Library's needs for FY21. The levy will be on the November agenda for Board approval.

**D. 2021 Closing Dates**

A copy of the proposed 2021 closing dates was included in the Board Packet.

**ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY MARY BOCK, THE 2021 LIBRARY CLOSING DATES WERE UNANIMOUSLY APPROVED.**

E. 2021 Board Meeting Dates

Two options of proposed board meeting dates were included in the October board packet. It was decided to continue meeting on the third Tuesday of the month for 2021.

**ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY SUSAN BLUMBERG-KASON, THE 2021 MEETING DATES WERE UNANIMOUSLY APPROVED.**

F. Executive Session Minutes Semi-Annual Review

Tabled. This will be on the November agenda.

**CITIZEN'S COMMENTS**

None

**TRUSTEE'S COMMENTS**

The Trustee's discussed the upcoming election, COVID-19, and the holidays.

**ADJOURNMENT**

**ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY MARY BOCK, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 7:59 PM.**