

MINUTES OF THE BOARD MEETING OF LIBRARY TRUSTEES

OF THE VILLAGE OF HINSDALE

January 19, 2021, 7 PM

ONLINE: <https://us02web.zoom.us/j/83465128597?>

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:08 p.m. on January 19, 2021. 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; Kristin McDaniel, Secretary; Susan Blumberg-Kason, Trustee; Emily Zeng, Trustee (Phone); John Bloomfield, Trustee (REMOTE)

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

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY SUSAN BLUMBERG-KASON 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 the Board that the ramp project in the Community Meeting Room has been completed. The large outdoor HPL sign will be updated with aluminum letters, which will weather better. We are still waiting for delivery of the inverters to power the emergency lights. Keefe provided the Board with staff updates. The Board discussed some of the statistics included in the packet.

PRESIDENT'S REPORT

Liesse thanked the Board and staff for attending the meeting. She reminded them that the Management Team would be attending the February meeting to present their annual reports.

COMMITTEE REPORTS

A. Finance

This will be covered under New Business.

B. Library Policies

This will be covered under New Business.

C. Art Advisory Commission

None

D. Friends

McDaniel reported that the Friends have not met formally. They have had some email exchanges. The group has decided to retain the same officers.

E. Facilities

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Standards for Illinois Public Libraries

Reviewing the Standards for Illinois Public Libraries is a requirement for the Per Capita Grant this year. Keefe had sent out electronic versions of the book for the Board to review ahead of time. They reviewed the checklists at the end of each chapter.

B. ILL Policy

A copy of the policy and revisions was included in the packet. Keefe gave an overview of the policy. She informed them that patrons may be assessed fines by the lending library.

ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY SUSAN BLUMBERG-KASON, THE ILL POLICY WAS UNANIMOUSLY APPROVED.

C. Collection Development Policy

A copy of the policy and revisions was included in the packet. Bock reviewed any pertinent changes with the Board.

ON A MOTION BY AMY GLYNN AND SECONDED BY JOHN BLOOMFIELD, THE COLLECTION DEVELOPMENT POLICY WAS UNANIMOUSLY APPROVED.

D. Add 7/5/21 to Holiday Closings

Keefe explained that when July 4th lands on a Sunday, the Personnel Policy lists the Library as being closed the following Monday. This was omitted on the list of Holiday Closings presented to the Board in October.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY KRISTIN MCDANIEL, THE BOARD UNANIMOUSLY AGREED TO ADD 7/5/21 TO THE HOLIDAY CLOSINGS.

E. Emergency Operational Changes

The Board discussed the number of COVID-19 cases. Locally, the numbers are improving, but they are still surging nationwide. Many of our peer libraries are planning to reopen by 2/1/21. Scientists are also starting to see new variants. The Board agreed this is not the best time to change any of our services. It was decided to meet again in 2 weeks and review at that time.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY JULIE LIESSE, THE BOARD UNANIMOUSLY AGREED TO KEEP THE LIBRARY CLOSED TO THE PUBLIC. THEY WILL MEET AGAIN ON 2/2/2021 AND DISCUSS THE REOPENING OF THE LIBRARY AT THAT TIME.

F. Travel Reporting

Keefe reported that it was brought up in Policy Committee to include travel guidelines in our current Infectious Disease Policy that would require staff to quarantine after traveling. Keefe provided the Board with an outline that included comments, questions and other information she has gathered from other libraries. After discussing, it is

suggested that Keefe develop some travel guidelines rather than having it become a policy at this time. This will be reviewed at the special meeting February 2, 2021.

G. Emergency Operating Procedures – Infectious Disease

Keefe and the Board discussed the services we are currently offering. They agreed to make no changes at this time. This will be discussed at the special meeting in February.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

Liesse thanked the Board for their thoughtful discussion and decisions. Keefe did confirm that we have face shields available for staff if they choose to wear one.

ADJOURNMENT

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY EMILY ZENG, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 7:57 PM.