

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
March 16, 2021

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:02 p.m. on March 16, 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; Kristin McDaniel, Secretary; Amy Glynn, Treasurer; Susan Blumberg-Kason, Trustee; John Bloomfield, Trustee; Emily Zeng, Trustee (Remote)

Also Present: Karen Kleckner Keefe, Executive Director (On-site); Nancy Marvan, Office Manager; (Remote)

CITIZENS' COMMENTS

None

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY AMY GLYNN, THE CONSENT AGENDA WAS APPROVED.

EXECUTIVE DIRECTOR'S REPORT

Keefe's report was included in the packet. She updated them on the cleaning of the Circuit sculpture. Lizzy Boden has been hired to be the new Adult Services Manager beginning April 5, 2021. The new phone system should be going live by the end of the month. The Board discussed some of the stats included in the packet.

PRESIDENT'S REPORT

Liesse thanked everyone for attending the meeting. She reminded the Board of the April election. She advised them of the outline for the nominating committee. Usually the outgoing Board members would form this committee. Since there are 3 incumbents on the ballot this year, the remaining Trustees will be on this committee. They will meet next month to recommend a slate of officers to the full Board.

COMMITTEE REPORTS

A. Facilities

Covered under New Business.

B. Finance & Personnel

Glynn reminded the Board they will be going into Executive Session in April to complete the Director's evaluation.

C. Library Policies

Covered under New Business.

D. Art Advisory Commission

None

E. Friends

None

UNFINISHED BUSINESS

A. Phone System

Bob Bell, I.T. Manager provided a PowerPoint presentation to review the phone project with the Board. The Library use Microsoft Teams Cloud for phone service. It is a manageable and mobile service and will also provide cost-savings to the Library. The new service will go live within a couple of weeks.

NEW BUSINESS

A. Family Bathroom Proposal

Bloomfield informed the Board that the Facilities Committee met March 8, 2021. A copy of the proposal from Product Architecture + Design for \$7,500 was included in the packet. They will provide the plans and design of the bathroom as well as the bidding process and construction administration.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY EMILY ZENG, THE PROPOSAL FROM PRODUCT ARCHITECTURE + DESIGN WAS UNANIMOUSLY APPROVED FOR AN AMOUNT NOT TO EXCEED \$8,000.00.

B. Paid Family Leave Extension

The Families First Coronavirus Relief Act expired on December 31, 2020. Keefe recommended an extension to the Act in the packet that would support staff in staying home when they could be infectious. This extension would be through June 30, 2021. The Board discussed and agreed to 8 paid days off and they will review this leave again in June.

ON A MOTION BY MARY BOCK AND SECONDED BY SUSAN BLUMBERG-KASON, THE PAID FAMILY LEAVE EXTENSION WAS UNANIMOUSLY APPROVED AS AMENDED.

C. Emergency Operational Changes

Keefe provided the Board with recommendations on services we can extend to patrons. She recommends opening on Sundays from 1-5 pm and extending visits to one hour. There will be no tables, chairs or soft-seating to maintain the Grab & Go service model. Also, for fully-vaccinated employees, there will be no travel quarantine required. Library materials will be quarantined for 24 hours as allowed by RAILS for delivery.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY SUSAN BLUMBERG-KASON, THE EMERGENCY OPERATIONAL CHANGES WERE UNANIMOUSLY APPROVED AND WILL BE EFFECTIVE ON APRIL 11, 2021.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

None

ADJOURNMENT

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY SUSAN BLUMBERG-KASON, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:08 PM.