

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
April 20, 2021

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:01 p.m. on April 20, 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 (On-site); 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; Nancy Marvan, Office Manager; Dick Munson; Citizen (Remote)

CITIZENS' COMMENTS

None

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

EXECUTIVE DIRECTOR'S REPORT

Keefe thanked the Board for all their support this past month. She advised them that the paging system is nearing a resolution. Bob Bell, IT Manager, has been working with various vendors to have it communicate with our new phone system. Product Architecture has been out to take final measurements for the family bathroom. They will present plans for the Facilities Committee and Board to approve before the project goes out to bid. The Board discussed some of the statistics included in the packet. Keefe suggested providing 3 years stats for benchmarking for a while. This would include a pre-pandemic year and broaden the perspective.

PRESIDENT'S REPORT

Liesse thanked everyone for attending the meeting. She congratulated Munson, Glynn, McDaniel and Bock on being elected for trustee positions.

COMMITTEE REPORTS

A. Facilities

None

B. Finance & Personnel

None

C. Library Policies

None

D. Art Advisory Commission

None

E. Friends

McDaniel reported the Friends have not met and are hoping to resume meeting soon.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Helen O'Neill Scholarship

Olivia Ostrowski, HPL Page, has been selected to be the recipient of the 2021 Helen O'Neill Scholarship. A copy of her application was included in the Board Packet. Olivia will be attending William & Mary College in Williamsburg, VA. This scholarship is for \$1,000.00 and the cost is split between the Library and the Friends of the Library.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY AMY GLYNN, THE BOARD UNANIMOUSLY AGREED TO AWARD THE HELEN O'NEILL SCHOLARSHIP TO OLIVIA OSTROWSKI.

B. Presentation of Office Slate

On a recommendation by the Trustee Nominating Committee, the following slate of officers was presented to the Board and will be voted on next month:

President – Julie Liesse
Vice-President – Emily Zeng
Treasurer – John Bloomfield
Secretary – Kristin McDaniel

C. Executive Session Minutes-Semi Annual Review

McDaniel informed the Board that all of the executive sessions to be reviewed deal with personnel issues. Therefore, it was decided that they should remain closed.

ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE EXECUTIVE SESSION MINUTES WILL REMAIN CLOSED.

D. Emergency Operational Changes

Keefe provided the Board with recommendations on more services that we can extend to patrons. She also informed them that RAILS is no longer requiring materials to be quarantined. These services include extending our hours, use of computers, study rooms, digital media lab, tables and seating. The Board discussed all options, keeping staff and patron safety at the forefront. These changes would still line up with CDC recommendations. The Board agreed on the following changes to be implemented May 3, 2021. Keefe will share with the Management Team and they will plan the best way to implement. Then this information will then be shared with the whole staff.

Hours will be increased until 7 pm Monday thru Thursday
Patron visits extended to 2 hours per day
One computer at each table on the main floor for HPL cardholders
Maintain the standing station
DML can be booked for 2 hours per day for HPL cardholders
Study rooms on the main floor available for HPL cardholders
Four tables each on the main floor and lower level with 2 chairs at each
Spaced soft seating on each floor
Newspapers
No materials quarantine

ON A MOTION BY AMY GLYNN AND SECONDED BY EMILY ZENG, THE EMERGENCY OPERATIONAL CHANGES WERE UNANIMOUSLY APPROVED AND WILL BE EFFECTIVE ON MAY 3, 2021.

- E. Adjourn Executive Session-Personnel Annual Review of Executive Director Illinois Open Meetings Act 5 ILCS 120/2 (C) (1)

ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY EMILY ZENG, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:05 PM.

ON A MOTION BY AMY GLYNN AND SECONDED BY SUSAN BLUMBERG KASON, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION AT 8:05 PM.

- F. Reopen Public Meeting

ON A MOTION BY MARY BOCK AND SECONDED BY EMILY ZENG, THE MEETING OF THE BOARD OF TRUSTEES OF THE HINSDALE PUBLIC LIBRARY WAS RECONVENED AT 8:30 PM.

- G. Recommendation for Executive Director Annual Review

ON A MOTION BY AMY GLYNN AND SECONDED BY JOHN BLOOMFIELD, THE BOARD VOTED TO APPROVE THE COMPENSATION RECOMMENDATION OF THE FINANCE/PERSONNEL COMMITTEE FOR THE EXECUTIVE DIRECTOR, AS DISCUSSED IN THE EXECUTIVE SESSION OF THE SAME EVENING.

CITIZEN COMMENTS

None

TRUSTEE COMMENTS

None

ADJOURNMENT

ON A MOTION BY MARY BOCK AND SECONDED BY JOHN BLOOMFIELD, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:32 PM.