

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
June 15 2021

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order at 7:02 p.m. on June 15, 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; Emily Zeng, Vice President; Kristin McDaniel, Secretary; John Bloomfield, Treasurer; Mary Bock, Trustee; Dick Munson, Trustee (Remote)

Also Present: Karen Kleckner Keefe, Executive Director, (Onsite); Ridgeway Burns, Assistant Director/YS Manager; Carissa Kapcar, citizen; Kim Kiyosaki, citizen (Remote)

CITIZENS' COMMENTS

None

ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY JULIE LIESSE, THE CONSENT AGENDA WAS APPROVED.

EXECUTIVE DIRECTOR'S REPORT

Keefe told the Board that the new masking guidelines for Phase 5 were going well. There have been a few patron questions about the 9-11 mask requirement for all, and patrons have been satisfied the Library's decision to offer additional protection to vulnerable populations at this time. Bloomfield congratulated the Library on the success of the virtual escape room and asked about a door count drop in December 2020. He also requested periodic updates on database usage.

PRESIDENT'S REPORT

Liesse reviewed the committee appointments.

Facilities: Mary Bock, chair; John Bloomfield; Julie Liesse; Emily Zeng

Finance & Personnel: John Bloomfield, treasurer & chair; Julie Liesse; Kristin McDaniel; Emily Zeng

Policy: Dick Munson, chair; Mary Bock; Kristin McDaniel; New person/TBA

Art Advisory Commission: Mary Bock, chair; Dick Munson

Friends of the Library: Kristin McDaniel, liaison

She also told the Board that Trustees McDaniel, Bloomfield, and Zeng will review applications for the open Board position and develop a timeline for interviews and identify the top candidates for the Board to review.

COMMITTEE REPORTS

A. Facilities

Covered under New Business.

B. Finance & Personnel

None

C. Library Policies

None

D. Art Advisory Commission

None

E. Friends

McDaniel reported that the Friends met earlier that night to reconnect after a long hiatus due to COVID-19.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Approve Family Bathroom Plans

Bock reviewed the final drawings and the tile and lighting options recommended by the Facilities Committee. Several trustees commented on how pleased they are to bring such an attractive, convenient, and inclusive amenity to the Library.

ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY JOHN BLOOMFIELD, THE BOARD UNANIMOUSLY APPROVED THE DESIGN PLAN FOR THE FAMILY BATHROOM, WITH THE TILE AND LIGHTING FIXTURES RECOMMENDED BY THE FACILITIES COMMITTEE AND AUTHORIZED KEEFE TO HAVE PRODUCT ARCHITECTURE + DESIGN MOVE FORWARD WITH BID DOCUMENTS.

B. Strategic Planning Process

Liesse reviewed the process used to develop the previous two strategic plans and shared her belief that “post” pandemic is an ideal time to engage in another robust planning process, with lots of community input. Other Board members agreed and discussed the timeline for the project. Liesse suggested that a committee come together in Q3/4 to develop an RFP and begin interviewing consultants. The goal would be to have a consultant ready to begin work at the beginning of FY2022.

C. Board Meeting Location

Liesse reminded the Board that the Governor’s executive order suspending the provisions of the Illinois Open Meetings Act requiring in-person attendance by members of the public body and allowing remote (audio or video) meetings are set to expire. The Board discussed whether to hold in-person meetings in the Board Room or the Community Meeting Room. In order to accommodate guests, the Board agreed that the CMR provided more room for people to practice social distancing. Keefe will update the Board if any extensions to the executive order are issued.

D. Operational Update

Keefe provided the Board with recommendations on more services that we can extend to patrons beginning in June and July. The Board discussed these options and agreed to the following:

As soon as possible.

- VISIT LENGTH: Remove restrictions on visit length; Room booking limits same as pre-pandemic (change buffer to 30)
- TOYS AND MANIPULATIVES: Return at lower number of items; Clean and replace more frequently
- QUIET ROOM: Install air purifier; Open room and allow public use
- VOLUNTEERS: Allow adults to volunteer in the Library; Volunteers must follow the same masking and vaccination requirements as staff

Beginning July 5.

- BOARD ROOM: Allow HPL cardholders to reserve for up to 3 hours; Max two bookings a day w/ 30-minute buffer; Max of 10 people; No Apple TV
- CMR: Allow HPL cardholders to reserve for up to 3 hours; Max one booking a day; Max of 30 people (w/ 6 wheeled tables accessible for use); No technology (microphone, projector, etc.)
- MASKS: No changes recommended at this time; Continue to require masks for staff in shared and public spaces
- DONATIONS: No changes at this time; Continue offering monthly donation bins from Discover Books

ON A MOTION BY EMILY ZENG AND SECONDED BY MARY BOCK, THE OPERATIONAL CHANGES WERE UNANIMOUSLY APPROVED.

CITIZEN COMMENTS

None

TRUSTEE COMMENTS

ADJOURNMENT

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY MARY BOCK, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:15 PM.