

MINUTES OF THE REGULAR BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT

March 29, 2022

President A. Onan called the meeting to order at 6:30 PM.

ROLL CALL:

Present: T. Adams, W. Driver, R. Kauth, S. Latif*, M. Martin, B. Price, & A. Onan (Trustee Latif present via Zoom)

Absent: B. Price** (Trustee Price entered meeting at 6:45 PM)

Staff Present: S. Torrez, R. Smith, P. Pavelski

Visitors Present: None.

AGENDA

Approve remote attendance by trustees under 5 ILCS 120/7 a. I personal illness or disability.

MOTION: W. Driver moved to approve remote attendance by trustees under 5 ILCS 120/7 a. I personal illness or disability.

SECOND: T. Adams

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, & A. Onan

Nay: -0-

Abstain: -0-

Motion Carried.

The Agenda was presented for approval.

MOTION: T. Adams moved to approve the agenda as presented.

SECOND: W. Driver

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, & A. Onan

Nay: -0-

Abstain: -0-

Motion Carried.

COMMENTS BY VISITORS

Paula Pavelski, Patron Services Assistant manager gave an update about the merging of the Circulation and Materials Handling Departments, and provided update on Library Volunteer Status'.

MINUTES

The minutes of the February 22, 2022 Regular Meeting were presented for approval.

MOTION: T. Adams moved to approve the minutes of the February 22, 2022 Regular Meeting as presented.

SECOND: W. Driver

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, & A. Onan

Nay: -0-

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Abstain: -0-
Motion Carried.

The minutes of the February 22, 2022 Regular Meeting Executive Session were presented for approval.

MOTION: R. Kauth moved to approve the minutes of the February 22, 2022 Regular Meeting Executive Session as presented.

SECOND: W. Driver

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, M. Martin, & A. Onan

Nay: -0-

Abstain: S. Latif

Motion Carried.

TREASURERS REPORT

The February 2022 Treasurer's Report was presented for review.

BILLS

The bills for February 2022 were presented for review.

MOTION: W. Driver moved to approve the January 2022 bills as presented.

SECOND: R. Kauth

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, & A. Onan

Nay: -0-

Abstain: -0-

Motion Carried.

Finance Committee Meeting Date

The board discussed setting a future date for the April Finance Committee Meeting. The next meeting of the Finance Committee will be on April 14, 2022 at 6:30 PM.

PRESIDENT'S REPORT

BUZ: Trustee Driver reported on the upcoming community garden development. She will also be teaching a class on gardening at the Library in conjunction with this garden.

ZBLA: Director Smith attended the Jr. ZBLA graduation at the Yacht Club and reported on how nice the ceremony was.

TIF: Trustee Adams said there were no new updates on TIF since last meeting. She did provide an update on the Coalition for Healthy Communities, they will be starting Movies in the Park sometime in May.

OTHER: The Board was made aware of a memorial donation received by the library.

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LIBRARY DIRECTORS REPORT

Statistical Reports for February 2022: The statistical report for February 2022 was discussed. Stats for items borrowed from other CCS libraries seems to be incorrect, board asked that they be reviewed for next month. Trustee Driver expressed appreciation for the Traveling Library program.

Narrative Reports for February 2022: The narrative reports for February 2022 were discussed. The new furniture arrangement in YS was pointed out as being an improvement. The accessibility web report was a success, but the physical accessibility can be improved.

UNFINISHED BUSINESS

Traveling Library Policy

MOTION: R. Kauth moved to approve the Traveling Library Policy as presented.

SECOND: B. Price

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, B. Price, & A. Onan.

Nay: -0-

Abstain: -0-

Motion Carried.

Paid Parental Leave Policy

MOTION: T. Adams moved to approve the Paid Parental Leave Policy as presented.

SECOND: B. Price

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, B. Price, & A. Onan.

Nay: -0-

Abstain: -0-

Motion Carried.

Safety Mask Policy

MOTION: R. Kauth moved to approve the Safety Mask Policy as presented.

SECOND: M. Martin

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, B. Price, & A. Onan.

Nay: -0-

Abstain: -0-

Motion Carried.

NEW BUSINESS

Serving Our Public 4.0 (Chapters 11-13)

Chapters 11-13 will be discussed at next meeting.

Employee Benefits

Staff were asked what types of things they would consider benefits. There was much

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interaction and feedback gathered on the whiteboard in the Staff break room. This feedback was shared with the board for consideration.

Long Range Plan

The strategic plan proposal was shared with the Board. They discussed where the process left off and where it would pick up.

Architect Phasing Plan

The current floor plan edits were shared with the Board. Many of these proposed changes will be phased in.

Statement of Economic Interest

Board was advised to wait for updated form. Some members have already filed and others will be filing soon.

FOIA/OMA Training

The Illinois Attorney General's website is back up. All board members are encouraged to take the training once a year. Certificate of completion should be on file for all those who complete the training.

EXECUTIVE SESSION

The Board did not enter into Executive Session.

ADJOURNEMENT

The Board meeting adjourned at 7:59 PM.

MOTION: W. Driver

SECOND: B. Price

Roll Call:

Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, B. Price, & A. Onan

Nay: -0-

Abstain: -0-

Motion Carried.

APPROVED: 4/26/2022
DATE

SIGNED: /s/ A. Onan
PRESIDENT

ATTESTED: /s/ M. Martin
SECRETARY

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RECORDING SECRETARY: S. Torrez
Administrative Assistant

RECORDING SECRETARY: NA
For Executive Session