

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

November 29, 2022

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

## ROLL CALL:

Present: T. Adams\*, W. Driver\*, R. Kauth, M. Martin, B.M. Price, & A. Onan (Trustees Adams and Driver present via Zoom)

Absent: S. Latif\*\* (entered meeting after roll call at 6:36 PM)

Staff Present: S. Torrez, R. Smith, L. Frey, R. Avila, D. Abron

Visitors Present: Mike Jaworek, Patron, Beverly Mull, Community Resident

## AGENDA

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

MOTION: B.M. Price moved to approve remote attendance by trustees under 5 ILCS 120/7(a)(I) personal illness or disability.

SECOND: R. Kauth

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

The Agenda was presented for approval. Item 10a was moved up, just after comments by visitors.

MOTION: R. Kauth moved to approve the Agenda as amended.

SECOND: B.M. Price

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## COMMENTS BY VISITORS

Community Resident and Former Board President Beverly Mull thanked the Library for their support and participation in this year's Octoberfest.

## NEW BUSINESS

### Architects Presentation defining scope of project and RFPs

*\*\*Trustee S. Latif entered meeting at 6:36 PM\*\**

Architect Tiffany Nash presented on the proposed renovations. She showed diagrams, furniture ideas, and budgeting. She went over the bid process and timeline for project.

## MINUTES

The minutes of the September 27, 2022 Regular Meeting were presented for approval.

MOTION: R. Kauth moved to approve the minutes of the September 27, 2022 Regular

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Meeting as presented.

SECOND: B.M. Price

Roll Call:

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

Nay: -0-

Abstain: S. Latif

Motion Carried.

## **TREASURERS REPORT**

The September 2022 Treasurer's Reports were presented for review.

MOTION: T. Adams moved to approve the Treasurer's Report for September 2022 as presented.

SECOND: R. Kauth

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## **BILLS**

The bills for September 2022 were presented for review.

MOTION: R. Kauth moved to approve the bills for September 2022 as presented.

SECOND: T. Adams

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## **TREASURERS REPORT**

The October 2022 Treasurer's Reports & EAV from Lake County were presented for review.

MOTION: R. Kauth moved to approve the October 2022 Treasurer's Reports & EAV from Lake County as presented.

SECOND: T. Adams

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## **BILLS**

The bills for October 2022 were presented for review.

MOTION: R. Kauth moved to approve the bills for October 2022 as presented.

SECOND: B.M. Price

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Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## **PRESIDENT'S REPORT**

**BUZ:** None.

**ZBLA:** Applications are being accepted for Jr. ZBLA. Applications available on their website.

**TIF:** Ground has been broken for the Popeye's Construction. Starbucks is almost completed and is currently hiring.

**OTHER:** Trustees invited to the Library's Holiday Celebration on Saturday, December 10.

## **LIBRARY DIRECTORS REPORT**

**Statistical Reports for September 2022 & October 2022:** No questions or comments.

**Narrative Reports for September 2022 & October 2022:** Trustee Kauth inquired about the logistics of trying to get a social worker on the premises. Adult Services Coordinator Lindsay Frey updated the board on this progress. She will have a meeting soon and will be back to update the board at a later date. The Library card design contest was wonderful and trustees would like to see more cards that are targeted towards Winthrop Harbor and Beach Park residents. The number of voter registrars on staff was questioned and those numbers could be higher.

## **UNFINISHED BUSINESS**

### **HOLIDAY BONUS DISCUSSION**

After much discussion, the board agreed to a \$75.00 per employee Holiday Bonus.

**MOTION:** S. Latif moved to approve a \$75.00 per employee holiday bonus.

**SECOND:** M. Martin

Roll Call:

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

Nay: -0-

Abstain: -0-

Motion Carried.

## **LEVY ORDINANCE**

The Levy Ordinance was discussed.

**MOTION:** R. Kauth moved to approve levy ordinance as presented.

**SECOND:** B.M. Price

Roll Call:

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

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Nay: -0-  
Abstain: -0-  
Motion Carried.

## COLLECTION DEVELOPEMENT POLICY DISCUSSION

The Collection Development Policy was discussed. It can be viewed on the website at any time.

## TRUSTEE EDUCATION SERVING THE PUBLIC CHAPTER(S) 7 REVIEW: COLLECTION MANAGEMENT

The chapter on Collection Management chapter was reviewed and discussed.

## NEW BUSINESS

Architects Presentation defining scope of project and RFPs.  
Section moved up. See above.

## EXECUTIVE SESSION

The Board entered into Executive Session pursuant to staff relations.  
MOTION: B. M. Price moved to enter into Executive Session under 5 ILCS 120/2(c)(1), at 8:10 PM.  
SECOND: R. Kauth  
Roll Call:  
Aye: T. Adams, W. Driver, R. Kauth, S. Latif, M. Martin, B.M. Price, & A. Onan.  
Nay: -0-  
Abstain: -0-  
Motion Carried.

The Board reconvened in open session at 8:20 PM.

## ACTION TAKEN IN EXECUTIVE SESSION

None.

## ADJOURNEMENT

MOTION: W.Driver moved to adjourn the Regular Board Meeting.  
SECOND: M. Martin  
Roll Call:  
Aye: All in favor.  
Nay: -0-  
Abstain: -0-  
Motion Carried.

The Board meeting adjourned at 8:21 PM.

**APPROVED:** 1/31/2023  
DATE

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**SIGNED:** /s/ A. Onan  
PRESIDENT

**ATTESTED:** /s/ M. Martin  
SECRETARY

**RECORDING SECRETARY:** S. Torrez  
Administrative Assistant

**RECORDING SECRETARY:** M. Martin  
**For Executive Session** Board Secretary