

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

**November 28, 2023**

President A. Onan called the meeting to order at 6:35 PM.

## **ROLL CALL:**

Present: M. Martin, B.M. Price, M. Hartmann, M. Jaworek, & A. Onan

Absent: S. Latif, T. Adams\*\*\* (Adams entered the meeting at 6:38 PM)

Staff Present: S. Torrez, R. Smith

Visitors Present: Alfredo from Audit, to present later on. R. Avila, IT Associate

## **AGENDA**

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

Motion not needed.

The Agenda for November 28, 2023 Regular Board Meeting was presented for approval, as amended. Amendment proposed moving New Business item 11A further up, to be presented after item 5A, board vacancy.

MOTION: M. Hartmann moved to approve the Agenda as amended.

SECOND: M. Martin

Roll Call:

Aye: All in favor.

Nay: -0-

Abstain: -0-

Motion Carried.

## **COMMENTS BY VISITORS**

None.

## **BOARD VACANCY**

MOTION: T. Adams moved to approve Ordinance 23/24-O-4 Ordinance to Accept a Resignation, Declare a Vacancy (Barbara M. Price Vacancy), and Process to Appoint a New Trustee as presented.

SECOND: M. Martin

Roll Call:

Aye: All in favor.

Nay: -0-

Abstain: -0-

Motion Carried.

## **NEW BUSINESS**

### **Review and Approve Audit for Fiscal Year 2022-2023**

MOTION: T. Adams moved to approve Audit for Fiscal Year 2022-2023 as presented.

SECOND: M. Martin

Roll Call:

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Aye: T. Adams, M. Martin, M. Hartmann, M. Jaworek & A. Onan  
Nay: -0-  
Abstain: -0-  
Motion Carried.

## MINUTES

The minutes of the October 24, 2023 Regular Meeting were presented for approval.  
MOTION: M. Martin moved to approve the minutes of the October 24, 2023 Regular Meeting as presented.

SECOND: T. Adams

Roll Call:

Aye: All in favor.

Nay: -0-

Abstain: -0-

Motion Carried.

## TREASURERS REPORT

The October 2023 Treasurer's Report was presented for review.

## BILLS

The bills for October 2023 were presented for review.

MOTION: T. Adams moved to approve the bills for October 2023 as presented.

SECOND: M. Hartmann

Roll Call:

Aye: T. Adams, M. Martin, M. Hartmann, M. Jaworek, & A. Onan

Nay: -0-

Abstain: -0-

Motion Carried.

## COMMUNITY OUTREACH REPORT

**BUZ:** None.

**ZBLA:** Three graduates this session.

**TIF:** Upcoming meeting on 12/5/2023.

**OTHER:** The City of Hope hearing was mentioned. The invitation to the legislative breakfast was mentioned. Trustee M. Martin would like to attend. The Library has joined Kiwanis as an institution, so any trustee can attend weekly meetings, generally Tuesday mornings at 7:15 a.m. at El Lago. Trustees were also invited to the Illinois Dunesland Garden Club Holiday Luncheon. RSVP due by 12/6/2023. Trustee Takeisha mentioned that she was invited to and would be attending a Black women in leadership luncheon.

## LIBRARY DIRECTORS REPORT

**Statistical Reports for October 2023:** No comments.

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**Narrative Reports for October 2023:** With the current board vacancy a new policy committee chair is needed. Trustee M. Jaworek volunteered. CEJA grant progress mentioned. The library's participation in the ZBCHC Spelling Bee was mentioned and how to increase participation and attendance to this event. The upcoming Ask a Lawyer program was discussed.

## **Video Surveillance Camera Demonstration:**

IT Associate Romario Avila provided an overview of the newly upgraded library surveillance system.

## **UNFINISHED BUSINESS**

### **Trustee Training Updates**

Presenter Alex would like feedback from the board on the recent training session.

### **Policy Committee Updates**

Trustee M. Jaworek volunteered as new chair for the committee. He will coordinate an upcoming meeting.

## **COVID Policy**

The board discussed the current COVID Policy expiration.

MOTION: M. Jaworek moved to let the current COVID Policy expire on 12/31/2023.

SECOND: T. Adams

Roll Call:

Aye: All in favor.

Nay: -0-

Abstain: -0-

Motion Carried.

## **NEW BUSINESS**

### **Review and Approve Audit for Fiscal Year 2022-2023**

Moved further up in the meeting. See above.

### **CCS Annual Report**

The report shows all the services that CCS provides for the cost that the library pays.

## **EXECUTIVE SESSION**

The Board did not enter into Executive Session.

## **ACTION TAKEN IN EXECUTIVE SESSION**

None.

## **ADJOURNEMENT**

MOTION: T. Adams moved to adjourn the Regular Board Meeting.

SECOND: M. Martin

Roll Call:

Aye: All in favor.

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

The Board meeting adjourned at 8:21 PM.

**APPROVED:** 1/30/2024  
DATE

**SIGNED:** Amy Oron  
PRESIDENT

**ATTESTED:** Mary E. Mat  
SECRETARY

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

**RECORDING SECRETARY:** NA  
**For Executive Session** Board Secretary